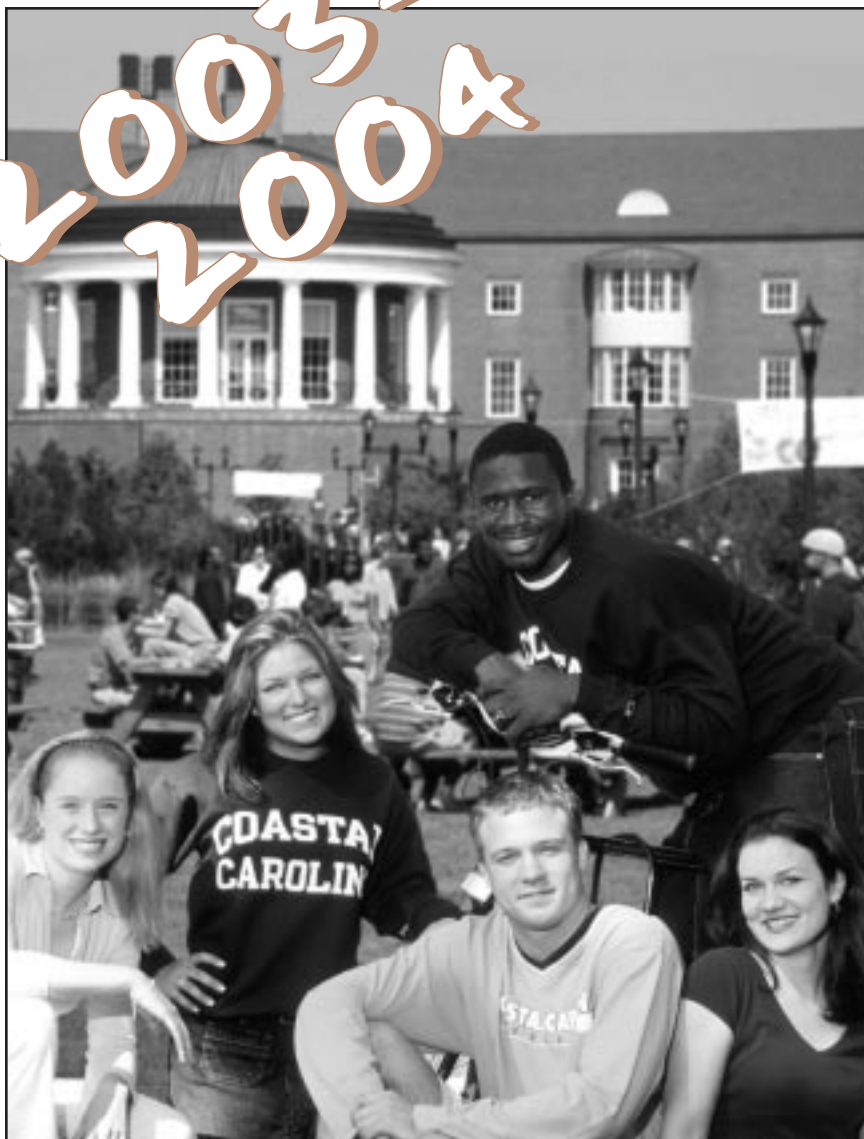


2003-2004



COASTAL CAROLINA UNIVERSITY **STUDENT HANDBOOK**

Available online at:

www.coastal.edu/students/

Welcome to Coastal Carolina University

Fall 2003

Dear Students,

Welcome to a new year and new opportunities at Coastal! We look forward to working with you to help you achieve academic and personal success and prepare for your chosen career field.

As you join students of all ages, backgrounds and nationalities in this dynamic learning environment, you will be making choices about your academic program and your social life. We hope that you will use this handbook as a guide to the campus, so that you can make the most of your Coastal experience.

You will find on our campus a selection of activities – cultural, social, athletic and governing body – that contribute directly to your educational program. You will find special support systems so that you can resolve problems that might interfere with your educational goals. And you can expect an environment in which cross-cultural understanding, personal integrity and respect for each other are valued. We have high expectations of you to be problem-solvers, leaders and to take an active role in the life of this institution. We expect you to be intentional about your education by thinking carefully about how you spend your time and energy. We also expect you to actively seek out people who come from backgrounds different than yours and have ideas that provide different intellectual perspectives.

We are excited that you're here and eager to learn about you and what you have to offer this campus. Let us know how you can contribute, what you want to change and how you can be an active, positive citizen at Coastal.

Have a great year!

Sincerely,



Lynn Willett, Ph.D.

Vice President for Student Affairs



COASTAL CAROLINA
UNIVERSITY

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COASTAL CAROLINA UNIVERSITY

MISSION STATEMENT

Coastal Carolina University is a public mid-sized (4,000 to 6,500 students), comprehensive liberal arts institution offering baccalaureate degrees in the traditional liberal arts and sciences, interdisciplinary studies, and professional schools, along with master's degrees in several specialized areas. Located in one of the fastest-growing metropolitan areas in the nation, the campus primarily serves its immediate five-county area, while honoring its commitment to the citizens of Horry County who founded the University and continue to provide funding to it. Recognizing its responsibility to ensure a student population that is diverse both culturally and geographically, the institution also aggressively recruits statewide, out-of-state, and internationally.

Coastal Carolina is a community of students and teacher-scholars dedicated to the pursuit of wisdom and goodness in an environment where intellectual understanding is encouraged, individual dignity respected, and creativity stimulated. The University seeks to provide a rational view of the world and human experience through student-centered participatory learning to help students make intelligent and informed decisions as free and active citizens in modern society. To this end, the institution affords opportunities for personal development and provides a common grounding in the Western intellectual tradition. Anticipated acquired skills and knowledge include the ability to express oneself effectively both orally and in writing, to locate and process information, to reason analytically and abstractly, to interpret and evaluate scientific evidence, to demonstrate competency in the use of modern technology, and to appreciate accomplishments in the arts. Attitudes ideally to be developed embrace a sense of ethics, honesty, truth, and justice, a willingness to accept responsibility for one's own actions and choices, an appreciation for work and self-discipline, an appreciation of and desire for lifelong learning, and a respect and tolerance for the ideas, values, and opinions of others.

As a major intellectual and cultural center for the Waccamaw region, the University enriches the quality of life through the performing and fine arts, community service, external programs, distance learning, continuing education programs, and the encouragement of faculty development and research, especially in problem areas that are indigenous. Recognizing regional needs, the campus provides Master's degrees in several areas for professional advancement. In its public service role, the institution is a major resource in the economic and intellectual development of the region, urging faculty participation on local boards and councils, and providing research and consulting services to local businesses, non-profit agencies, and governmental bodies. The University facilitates student participation in the community through internships, community service, and cooperative learning, as part of a comprehensive educational experience that renders students competitive for entry-level jobs or

graduate and professional training leading to practical and productive careers in business, the public service, the professions, and education.

Toward this accomplishment of its mission, Coastal Carolina covenants its cooperation with its sister public institutions, with the public schools, with the business community, and with elected and appointed officials who are responsible to the voting public for the oversight and governance of post-secondary education. The University understands that such cooperation necessarily includes coordination of programs and activities, along with a duty to use public funding efficiently and effectively to make its offerings both affordable and accessible. The institution also recognizes the fact that any public funds appropriated to it must be considered as an investment in the betterment of society, with the anticipated returns being an enlightened populace and economic growth.

Approved by the Board of Trustees, April 18, 1997

ACADEMIC PROGRAMS AND SERVICES

► OFFICE OF ACADEMIC ADVISING

Prince 212 • (843) 349-2934 • www.coastal.edu/advising

The Office of Academic Advising assists students who have not declared a major with the development of their academic programs. Students who have not declared a major should contact the Office of Academic Advising for assignment to an adviser. Students who are committed to an academic major should contact the dean or department chair of that discipline for assistance. Students are urged to view the advising relationship as an integral part of campus life and to take advantage of the guidance and support offered by their academic adviser. Faculty advisers are assigned to all new students at Orientation.

► MENTORING PROGRAM

Prince 207 • (843) 349-2941

The Mentoring Program pairs faculty and peer mentors with first-year students who have not declared a major and with students admitted to the University through the USS Program, to provide unique, personal support for their first year of college. The faculty mentor serves as a student's academic adviser as well as an instructor for a success seminar. Peer mentors are outstanding Coastal students who co-teach the seminar and serve as role models in the areas of academic achievement, co-curricular involvement, and leadership in order to help students adjust to the University. The overall goal of the Mentoring Program is to provide first-year students an opportunity to explore their personal and career interest in a comfortable and supportive environment.

► STUDENT COMPUTING SERVICES

www.coastal.edu/students/technology

Wall 105 • (843) 349-2220

Prince 204 • (843) 349-2908

Student Computing Services (SCS) is a division of Information Technology Services (ITS). The mission of SCS is to ensure effective use of students' technological resources throughout campus while providing efficient services and technical assistance to all Coastal Carolina University students. SCS is dedicated to help students acquire the necessary computer skills and knowledge for academic and professional success. The friendly and knowledgeable staff of SCS maintains the general-access labs, assists with computer accounts, supports residence hall computer operations, assists with academic computer projects, and advises with disk and file access problems. SCS staff also assists with the laptop initiative,

advising students with their purchases. Computers throughout CCU student facilities are connected through a state-of-the-art campus network, which utilizes high speed wired and wireless Ethernet technology.

The followings are some of the resources and services available to CCU students:

GENERAL ACCESS LABS

General access labs are open to all CCU students for specific and general academic usage. Hours may vary across labs based on needs.

- **Computer Assisted Instruction (CAI) Lab**

Prince 204 • (843) 349-2908

The CAI Lab includes 45 computer stations along with multimedia hardware. The CAI lab supports many types of storage media such as Jazz, Zip, DVD-ROMS, CD-ROMS, and Super Disks. The lab has a diverse software library that ranges from word-processing and graphing to web authoring and programming applications. The multimedia station, consisting of a VCR, audio tape player, a scanner, DVD/CD burners, DVD/CD publishing printer, and variety of software applications, allows for the digitization and publishing of pictures, texts, audio tapes, and VHS Tapes. The CAI Lab also provides video tapes and CD tutorials on a variety of computer applications. Wireless and wired Internet access is available for students with laptop computers. Other services such as laser color printing and transparencies are also available.

- **Wall Computer Lab**

Wall 108 • (843) 349-2696

The Wall computer lab has over 60 computer stations. It provides Internet and email access, a variety of business applications, MS Office applications, and laser printing capabilities. A lab assistant is available to help with computer projects.

- **Kimbel Library Computer Lab**

Kimbel Library • (843) 349-3924

Equipped with 20 state-of-the art computer stations, the lab provides convenient access for students to do their academic work while using the valuable resources of the library. A student assistant is available at all times in order to assist with computer questions. The computers have high speed Internet and e-mail access, MS Office applications, along with other electronic library resources. High speed black and white laser printing is also available.

- **Edwards Computer Lab**

Edwards 241 • (843) 349-2377

The Edwards lab is equipped with 30 computer stations easily accessible to students who need to print academic projects, perform internet research, or check their e-mail. MS Office applications and laser printing are available. Also, a lab assistant is on duty to help with computer questions.

MICRO COMPUTER LABS

The microcomputer labs add more convenience and accessibility to computer technology for CCU students.

- **Student Center Lab**
The lab has four computer stations with Internet and e-mail access, MS Office applications, two desk jet printers and a copier.
- **Cyber Corner**
Located in the CINO Grille, Cyber Corner provides four computer stations for Internet and e-mail access.
- **Waccamaw Hall Lab**
Located on the first floor of Waccamaw Hall. The lab has eight computer stations and four DeskJet printers. It is open 24/7 for Internet and e-mail access and MS Office applications usage.
- **Santee Hall Lab**
Located on the first floor of Santee Hall. The lab has four computer stations and two DeskJet printers. It is open 24/7 for Internet and e-mail access and MS Office applications usage.

WIRELESS INTERNET ACCESS AREAS

- The Gardens Residence Hall
- Wall Building, first floor hallway and second floor
- Prince Building, second floor
- Science Building
- Kimbel Library

► OFFICE OF STUDENT ACADEMIC SUPPORT SERVICES

Prince Building, second floor • (843) 349-2934 • www.coastal.edu/advising

The Office of Student Academic Support Services assists students who have concerns and questions about their academic pursuits while attending Coastal Carolina University. The office provides academic support to students who wish to excel at the University. These services include:

- **Academic Advising**

Prince 212 • (843) 349-2934

At Coastal Carolina University academic advising is viewed as a vital part of education because it helps students in the development of meaningful educational plans that are compatible with their personal and career goals. Faculty advisors and students become engaged in a continuing process of communication that can influence students' growth and success; students learn to accept responsibility for their education through their advisors' guidance in curricular and professional choices.

The Office of Academic Advising assists students with developing and accomplishing their educational goals. When students are accepted into the University, they are assigned an academic advisor and are encouraged to meet regularly to plan their course of study. While the Office of Academic Advising mainly supports and advises undeclared students, it assists all students at the University with any questions regarding the advising process.

- **First-Year Student Success Program**

Prince 212 • (843) 349-2941

The first year of college is a major period of adjustment for students. It is a time when students are presented with new experiences and opportunities to achieve academic success. It also is a period where they discover career interests, become involved in campus life and meet people from diverse backgrounds. As part of an institutional imperative to improve student satisfaction and success, the Office of Student Academic Support Services coordinates the First-Year Student Success Program, a program that involves faculty and peer mentoring of first-year students enrolled in first-year success seminars at the University.

The First-Year Student Success Program is a beneficial and interactive experience for students and is structured around first-year success seminars designed to introduce students to college level academics as well as skills that can assist them in making a successful transition from high school to the University. The success seminars specifically focus on developing critical thinking skills, improving written and oral communication skills, setting personal and academic goals, developing structured and consistent study habits, practicing effective time management and introducing campus resources. Coastal Carolina University wants first-year students to know their classmates, learn to work in groups and develop effective oral communication skills. The goal of the success seminars is to create a comfortable learning environment where students are actively engaged while introducing material vital to student success in all academic courses. Each seminar is taught by a faculty mentor who not only instructs the class but also serves as the academic adviser for students enrolled in the course. Students who are undeclared or who are admitted through the University Success Program will meet with a faculty mentor at Orientation to discuss areas of career interest and to make decisions on the appropriate course load. Peer Mentors, exceptional CCU students who are role models for academic achievement and co-curricular involvement, serve as co-instructors for the course.

- **Foreign Language Instructional Center (FLIC)**

Prince 213 • (843) 349-2968

The FLIC provides resources that support and enhance class instruction provided by Coastal's Department of Foreign Languages. Available resources include an audio lab and cassette duplicating services for students enrolled in a foreign language course at the University, a computer lab featuring multimedia computers with Internet access and a wide variety of software allowing students to enhance their learning experience, international media resources and tutoring services in French, German, Latin, Japanese and Spanish.

- **Mathematics Lab (ML)**

Wall 120 • (843) 349-2884

The Mathematics Laboratory provides support for a wide range of courses including, but not limited to, college algebra, trigonometry, differential calculus and integral calculus. Faculty and student tutors assist in answering questions in these areas. Appointments are not necessary. The lab is also used for individual studying. Computer software packages, reference books and handouts dealing with mathematical topics add to the available resources.

- **Writing Center (WC)**

Prince 208 • (843) 349-2937

The Writing Center is a free academic support service available to all CCU students. It offers one-on-one consultations to help students enhance their writing skills by providing assistance in one or more steps of the writing process, including brainstorming, outlining, composing, revising and editing. The facility also offers computer programs and handouts to students focusing on particular aspects of writing, such as organization, documentation styles and grammar. While the Writing Center may be particularly helpful to students with poor writing skills, it is not a remediation service. All writers benefit from having informed readers critique their work, and the Writing Center provides a non-threatening atmosphere in which student writers may discuss their writing. The services are not limited to English papers; student consultants are from a wide variety of academic majors and are prepared to assist students at any level with course assignments.

► **LIBRARY FACILITIES**

Kimbel Library • (843) 349-2400 • www.coastal.edu/library

Coastal's newly-renovated Kimbel Library is committed to providing information services and resources that support the research and education of Coastal students. An essential part of the campus learning community, Kimbel Library provides access to a broad spectrum of formats, such as print, non-print, full-text databases, and web-based resources. Additional resources may be located and obtained through interlibrary loan and document delivery.

In support of the University's core goals, library faculty instruct and assist users one-on-one and in small groups to locate, evaluate, and utilize information effectively for students' academic success. Kimbel librarians help students navigate the increasingly complex and often overwhelming numbers of information sources to provide assistance with assignments and research projects. Reference statistics indicate more than 30,000 questions are answered each year. Librarians collaborate with Coastal faculty to provide over 200 Library Instruction sessions annually for specific courses, from English 101 Composition to Psychology 497 Applied Research in Psychology.

The library offers quiet study areas, group study rooms to reserve for collaborative learning, and computer laboratory staffed by trained personnel. The library building is open seven days a week year-round on an average of 87 hours per week, (with the exception of a few recognized holidays), while the library Web site is always available, providing remote access to online resources and the library catalog.

All students are encouraged to use the library and obtain library handouts at the information desk. Remote access also is available to library resources via the Internet at www.coastal.edu/library. In addition to books and journals, audiovisual materials (including videotapes, CDs, and DVDs) are located in the Media Collection on the second floor. A reference librarian should be consulted for help in using the library and finding information. In order to check out materials, a student must present a current bar-coded Coastal identification card. Fines are assessed on overdue materials.

Regular library hours are:

Monday through Thursday	8 a.m. to 11 p.m.
Friday	8 a.m. to 5 p.m.
Saturday	9 a.m. to 5 p.m.
Sunday	1 to 11 p.m.

Media Collection hours and other modifications during holidays, breaks and summer session hours will be posted in advance.

ADMINISTRATIVE OFFICES AND SERVICES

► ADMISSIONS

Kingston Hall • (843) 349-2026 • www.coastal.edu/admissions

Information regarding admission to the University, transfer of college credits from other institutions, immunization requirements and South Carolina residency requirements may be obtained from the Office of Admissions.

► ALUMNI AFFAIRS

Atheunum Hall 001-A • (843) 349-2586 • www.coastal.edu/advancement

The Office of Alumni Affairs establishes and maintains communication among alumni; sponsors social, cultural and educational activities and services for alumni; and provides alumni scholarship program for deserving students enrolled at Coastal. The Office of Alumni Affairs promotes the general educational interests of the communities served by Coastal. All Coastal graduates or former students who have completed thirty (30) semester hours since 1974 and fifteen (15) semester hours prior to 1974 are eligible for membership in the Coastal Carolina Alumni Association. Annual membership is complimentary one year after graduation. For subsequent years, a contribution of at least \$25 to the Annual Fund will continue active membership. Members of the 1954 Society will be considered an active alumnus at \$19.54 for up to three years after graduation.

► COASTAL CAROLINA UNIVERSITY BOOKSTORE

University Hall (first floor) • (843) 349-2360

The Coastal Bookstore is open Monday through Friday from 8 a.m. to 5 p.m. All course textbooks can be purchased here along with general reading books, student supplies and athletic clothing. General operating policies of the bookstore are:

- Credit - VISA, Discover, MasterCard and American Express are accepted.
- Returns - Policy is as follows:

New and used books may be returned within seven (7) days from the first day of class with a valid receipt, if purchased prior to the beginning of the semester. If textbooks are purchased after the semester begins, then they must be returned within two (2) days of purchase for a refund. No refunds will be issued without a proper receipt. This policy applies to fall, spring, and all summer terms.

Check Cashing - Policy is as follows:

1. Identification (driver's license, student ID, etc.) must be presented.
 2. All checks should be made out to Coastal Carolina University and your Social Security number, home address, and telephone number must be listed on the check.
 3. There is a 50-cent service charge for all checks cashed without a minimum purchase of \$5.
 4. Checks may be cashed without a purchase up to \$25 with a 50-cent service charge.
- Note: Any returned check will terminate check-cashing privileges.

► BURSAR'S OFFICE

Singleton 113 • (843) 349-2159 • www.coastal.edu/bursar

Students who have questions regarding tuition payments, fees, or refunds are asked to contact the Bursar's Office.

► ENROLLMENT SERVICES

Kingston Hall • (843) 349-2258 • www.coastal.edu/admissions

To assure a coordinated and comprehensive approach to student-centered education, the University has united specific areas of student service. The Office of Enrollment Services, under the leadership of the Associate Vice President of Enrollment Services, consists of the offices of Admissions; Financial Aid; Orientation; and the University Registrar. The focus of the Office of Enrollment Services is student satisfaction and student success culminating in the graduation of competent, satisfied alumni who remain active in their University and who are productive members of society. Enrollment Services directors and staff are committed to assisting students throughout their educational experience at Coastal and encouraging students to seek assistance when challenges arise. Because each member of the Coastal community plays a vital role in some aspect of student success, Enrollment Services functions in cooperation with all areas on campus to promote exceptional student service.

► FINANCIAL AID

Kingston Hall • (843) 349-2313 • www.coastal.edu/financialaid

The purpose of the Office of Financial Aid is to assist undergraduate and graduate students who would be unable to attend college due to lack of money. In addition to grants and loans, our programs reward undergraduate students for academic or athletic skills and provide wages for undergraduate students performing essential college services.

Financial aid available for Coastal students is derived from federal and state government sources such as grants, work-study, loans, scholarships and Veterans Administration Benefits. Additional scholarships are provided by Coastal Carolina University, along with other funds available through private and public sources. The Office of Financial Aid is the source of information regarding these programs.

The Free Application For Federal Student Aid (FAFSA) must be completed to receive assistance for most programs. Apply online at www.fafsa.ed.gov by April 1 priority deadline each year to be considered for the best financial aid award package. **Remember** to check your Coastal e-mail for updates and revisions to any and all financial aid. All students who receive aid in addition to federal student financial aid are required to report the amount and source to the Office of Financial Aid by August 1 each year.

Veteran Benefits Certification: The Office of Financial Aid will assist veterans and dependents of veterans who are eligible to receive educational benefits from the Veterans Administration. Certification of enrollment is completed upon request from the veteran or the veteran's dependent. These benefit payments are usually received on a monthly basis. To prevent overpayments, all withdrawals from class or change in major should be reported to the Office of Financial Aid as soon as possible.

► **FOOD SERVICE**

• **CINO GRILLE**

Student Center, first floor

Hours are Monday through Thursday 7 a.m. to 9 p.m. Weekend hours are announced each semester. CINO Grille features Montague's Deli, Tortilla Fresca, Grille Works and Java City.

• **THE COMMONS**

Between Waccamaw and Santee halls

Hours of operation: Monday through Friday:

Breakfast: 7 to 9:30 a.m., Continental-9:30 to 11 a.m.,

Lunch: 11 a.m. to 5 p.m.,

Dinner: 5 to 7:30 p.m. (Monday through Thursday)

5 to 7 p.m. (Friday)

Hours of operation: Saturday and Sunday

Brunch: 10:30 a.m. to 4:30 p.m.

Dinner: 4:30 to 6:30 p.m.

• **IDENTIFICATION CARDS**

Student Center, first floor • (843) 349-2255

All students must have a current student identification card, which will be made by ARAMARK, Corp. in the ID Card Office located on the first floor of the Student Center. Hours are Monday through Friday from 9 to 11 a.m. and 1 to 5 p.m. Replacement fee for ID is \$15.

► **HUMAN RESOURCES AND EQUAL OPPORTUNITY**

Indigo House • (843) 349-2036 • www.coastal.edu/hreo

The Office of Human Resources and Equal Opportunity receives and investigates complaints related to any equal opportunity education or employment area, including complaints of sexual harassment and of discrimination based on race, religion, color, sex, age, national origin, and mental or physical disabilities. The Vice President for Organizational Development and Human Resources is charged with receiving and investigating such complaints. Vonna Gengo in the Counseling Center (843) 349-2307 is designated as the Section 504 Coordinator.

► **OFFICE OF INTERNATIONAL PROGRAMS**

INTERNATIONAL STUDENT ADVISEMENT/COUNSELING

STUDY ABROAD ADVISEMENT

Prince Building 105J • (843) 349-2054/2053 • www.coastal.edu/international

The Office of International Programs (OIP) provides two specific student services: International Student Advisement/Counseling services include welcoming new international students, providing orientation, facilitating the registration process, and serving as primary contact for these students throughout their stay at Coastal. The OIP provides information on cultural issues; maintains applications and literature on

how to obtain social security cards, driver's licenses, health and automobile insurance; explains employment options; and serves as an on-going general information resource. The OIP is the information source for all Immigration and Naturalization Service (INS) and Department of State issues relating to student visas and to the Exchange Visitor Program. This includes but is not limited to: issuance of I-20s and IAP-66s, health insurance requirements, changes of status, program extensions, academic training, practical training, off-campus employment, internships and general work authorization. Students who are attending Coastal on student visas should consult with the OIP on a regular basis to insure they are in compliance with current regulations.

The OIP actively promotes the university's study, work and travel programs to our Coastal students wishing to visit other countries. Coastal has entered into bilateral exchange agreements with University College Northampton in England, Deakin University in Australia, the University of Vienna in Austria, Exeter University in England, the Autonomous University of Barcelona and Tokyo Denki University in Japan. South Carolina has entered into sister-state agreements with Queensland, Australia and with Rheinland-Pfalz, Germany and these agreements have resulted in the establishment of study opportunities with Fachhochschule Bad Honnef, Fachhochschule Mainz, Fachhochschule Ludwigshafen in Germany and with Queensland University in Australia. In addition, Coastal sponsors a variety of summer programs in places such as Costa Rica, England, Germany, Kenya, Jamaica, and Ecuador. Directories are maintained that list several thousand other opportunities as well.

► ORIENTATION

Kingston Hall • (843) 349-2256 • www.coastal.edu/admissions/orientation

Becoming a part of the Coastal community begins with Orientation, which is designed to prepare first-year and transfer students for their first year on campus. Orientation is required for all new freshmen. During Orientation, students meet with academic deans and faculty members, plan their academic programs, register for classes, and learn about the University's policies and procedures. Students also learn about the availability of services and activities and meet other members of the Coastal community while learning their way around the campus.

In addition to the student orientation sessions, there is a program for parents and family members, which is designed to address questions and concerns regarding academic requirements, advisement, student health and safety, and other services available to students. The program stresses the role parents play in the success of students in college.

► DEPARTMENT OF PUBLIC SAFETY

Atheneum Hall • (843) 349-2177 • www.coastal.edu/safety

Department of Public Safety personnel are on campus at all times. The officers are certified police officers who have graduated from the South Carolina Police Academy. They have full arrest and enforcement powers on campus. The Department's major responsibility is the protection of persons and property on campus. State Laws and University regulations are enforced at all times. The office is located in Atheneum Hall on Atheneum Circle. Please call (843) 349-2177 if you need the assistance of a police

officer or need to make a police report. Emergencies should be reported by calling (843) 349-2911.

All vehicles operated or maintained on campus must be registered with Campus Police. Temporary parking permits are issued to students who have a special situation where they must drive a vehicle other than the one that they have registered. Students can only park their vehicles in “General Parking lots.” Students are prohibited from parking in Faculty/Staff or visitor spaces. The primary driver and/or owner shall be responsible for all violations incurred by the vehicle. This includes violations incurred while the vehicle is loaned to another person. Residence hall students are not permitted to drive their cars to class between 8 a.m. to 4 p.m., Monday through Friday.

All students that need to enter a building after hours or on weekends must possess a “Student Permit to Enter Building” form completed and signed by the faculty or staff member in charge of the area in which the student wishes to enter. The form can be picked up in the Department of Public Safety.

► REGISTRAR

Singleton 108 • (843) 349-2019 • www.coastal.edu/registrar

Information regarding registration, class schedules, grades, transcripts, test evaluation, withdrawal from school, and the University Catalog are handled by this office. Web registration username/PINs may be obtained with a valid student ID at the Office of the Registrar.

The Office of the Registrar maintains academic records in accordance with the Family Education Rights and Privacy Act of 1974 (FERPA). Under this law students have the right to review, inspect, and challenge the accuracy of their academic record, unless that right is waived. Additionally, FERPA ensures the ability to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. The University’s policy concerning this law can be found in the University Catalog, Master Schedule of Classes, and on the Web at www.coastal.edu/registrar/ferpa.html. Questions regarding FERPA may be directed to the Office of the Registrar.

Coastal has designated the following items as Directory Information: a student’s name, mailing addresses (local, permanent, electronic), telephone numbers, photograph, electronic image, semester(s) of attendance, enrollment status (full or part-time), date of admission, date of graduation, college, major and minor fields of study, whether or not currently enrolled, classification (freshman, etc.), type of degree being pursued, degrees, honors, and awards received (including scholarships and fellowships), the most recent educational institution attended, weight and height of members of athletic teams, and whether the student has participated in officially recognized activities and sports sponsored by the University.

The University may disclose any of these items without prior written consent unless the student has submitted a written request to the Office of the Registrar not to release directory information pertaining to them. This request must be made at the time of registration but not later than 14 days after the beginning of the term.

► STUDENT DIRECTORY

The University publishes an electronic Student Directory (accessible through <http://my.coastal.edu>) each fall and spring semester. This information can be corrected or updated by visiting the Office of the Registrar, Singleton Building 108. Students who do not wish to have information available in the Student Directory must complete a Student Directory Privacy Request Form, available in the Office of the Registrar, and must complete the form no later than 14 days after the beginning of the respective fall or spring semester.

► TECHNOLOGY SERVICES AVAILABLE THROUGH ITS

Wall Building 105 • (843) 349-2220 • www.coastal.edu/its

Information Technology Services (ITS) is committed to providing leading edge technology and related services for students at Coastal. Computer accounts for network access, printing, E-mail, Internet usage, and Web page development are issued through ITS. ITS also is responsible for network access from residence hall rooms and connections from the computer labs on campus. Internet access from off-campus locations has been facilitated through a reduced price arrangement with a local Internet Service Provider (HTC-Horry Telephone Cooperative). ITS has arranged student discount deals with several major vendors for the purchase of new desktop and notebook computers.

• FAX SERVICE

Wall Building 105

There is a fax machine available for student use at the switchboard in the Wall Building. The charge to send a fax is \$3 for the first page and 50 cents for each additional page. The charge to send an international fax is \$5 for the first page and \$1 for each additional page. The charge to receive a fax is \$1 for the first page and 25 cents for each additional page.

STUDENT SERVICES

OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS

Singleton 104 • (843) 349-2302 • www.coastal.edu/students

The Office of the Vice President for Student Affairs coordinates educational, social and recreational programs administered through the following offices: Student Employment and Career Management Services, Counseling Services, Student Health Services, Alcohol and Drug Prevention Program, Women's Advocacy Center, Student Activities, Greek Life, Leadership, Intramurals and Recreation, and the Office of Residence Life.

MISSION STATEMENT

University student services are designed to support the academic mission of the University by fostering the development of the whole student. The Student Affairs Division promotes an environment in which the intellectual, spiritual, emotional, social, recreational, and physical development of the student can thrive. The University provides a range of student services designed to facilitate fuller participation in the life of the campus, to promote a sense of civic responsibility, and to provide skills addressing the challenges of academic life and the life-long process of self-development. Through its curricular and co-curricular offerings, the University provides opportunities for learning life skills such as: career exploration, interpersonal communication and self-awareness, leadership, intellectual discover, cultural appreciation, personal and ethical values clarification, social and interpersonal effectiveness, physical development, spiritual growth opportunities, and community responsibility, citizenship, and respect for individual differences.

July 27, 2000

STUDENT AFFAIRS DIVISION AWARD

The professional staff of the Student Affairs Division seeks to honor faculty who have made significant contributions to the quality of student life through participation and leadership in the co-curricular activities of the University.

Past recipients of the Student Affairs Division Award are:

1978-1979	James F. Eason	1991-1992	Paul A. Olsen
1979-1980	Edgar L. Dyer	1992-1993	Preston McKeever-Floyd
1980-1981	Scott R. Johnson	1993-1994	Christopher P. Marsh
1981-1982	Carolyn G. Cox	1994-1995	Marios Katsioloudes
1982-1983	Terry A. Barnett	1995-1996	Sara L. Sanders
1983-1984	Elizabeth K. Puskar	1996-1997	Eldred E. Prince, Jr.
1984-1985	Veronica G. Davis	1997-1998	Sharon H. Thompson
1985-1986	Paul E. Stanton	1998-1999	Linda A. Chandler
1986-1987	Claudia Cleary	1999-2000	Nelljean M. Rice
1987-1988	Ronald D. Lackey	2000-2001	Robin Edwards-Russell
1988-1989	Glenda V. Sweet	2001-2002	Linda P. Hollandsworth
1989-1990	Michael Ferguson	2002-2003	Darla Domke-Damonte
1990-1991	Jill Sessoms		

► COUNSELING SERVICES

204 University Boulevard • (843) 349-2305 • www.coastal.edu/counseling

Coastal's Office of Counseling Services offers a variety of services for students, including personal counseling, crisis intervention, personal growth and enrichment, drugs and alcohol education, stress and test anxiety management, and study skills. The services are offered through individual, group and classroom presentations. Counseling Services adheres to the standard professional procedure regarding confidentiality of information and is not part of any other Coastal records.

Counseling Services offers a wide variety of information concerning mental health and developmental issues experienced by University students. A network of community resources and referral agencies has been established to ensure that all mental health needs of students are met.

• ALCOHOL AND DRUG SERVICES

Counseling Services, 204 University Boulevard • (843) 349-2340

The Office of Alcohol and Drug Services is an integral part of the counseling services offered to students. This program is designed to offer education, prevention and intervention services in support of student achievement. Personal assessments, classroom presentations, innovative and interactive computerized programs, and informational materials are available as requested. Referrals to community agencies are facilitated when appropriate. Confidentiality is maintained according to professional standards. Appointments may be scheduled by calling (843) 349-2305 or visiting the office in Counseling Services on University Boulevard.

• SERVICES FOR STUDENTS WITH DISABILITIES

Counseling Services, 204 University Boulevard • (843) 349-2307

Coastal provides a program of assistance to students with disabilities. Upon acceptance to the University, students with disabilities will become eligible for support services by providing the Service for Students with Disabilities Office with documentation of their disabilities. The student and counselor will develop an educational accommodation plan that may include the following: academic coaching, academic labs, tutorial referral, study skills, counseling, auxiliary aids, coordination with other agencies and classroom accommodations.

Coastal is dedicated to establishing and maintaining a barrier-free environment with all of its resources. Students with physical or learning disabilities are encouraged to contact a counselor to discuss their needs.

• SUPPORT SERVICES FOR WOMEN

Counseling Services, 204 University Boulevard • www.coastal.edu/womensadvocacy

Support Services for Women are provided through the Office of Counseling Services and the Women's Advocacy Center. Confidential support groups, long and short-term therapy groups, educational and prevention-oriented programs are offered to students throughout the academic year. The Women's Advocacy Center provides a lending library, as well as audio and videotaped programs, which students may listen to, or view, in the privacy of the center. A Women's Issues Group meets during the fall and spring semesters of the academic year to address issues of concern to women students, faculty, and staff. In addition, the Women's Advocacy Center provides intervention

training; peer-mentoring opportunities and cooperative programs with other campus departments are only some of the goals of the Women's Advocacy Center Board of Advisors, which meets four times a year. A conference about women is held once a year and is free to all students, faculty, and staff of the University.

► STUDENT HEALTH SERVICES

204 University Boulevard • (843) 347-7466

The Student Health Services provides outpatient primary health care, wellness education, and specialist referral. The professional staff includes the University physician and a registered nurse.

Outpatient clinic hours are 8:30 a.m. to 12:30 p.m. and 1:30 to 5 p.m., Monday through Friday. Conway Hospital, located less than two (2) miles from campus, provides emergency care.

Student Health Services are provided for all students residing in University residence halls. All other students currently enrolled are eligible for services by paying a health services fee.

The Student Health Services fee covers most of the cost for services at the Health Center; however, additional fees are charged for x-ray, laboratory, and pharmacy.

• STUDENT HEALTH INSURANCE

Coastal participates in a voluntary student health insurance program. All Coastal full-time and part-time students are eligible to enroll in this program at any time on a prorated basis. Additional information on coverage, benefits, and cost is contained in brochures available through the Office of Student Health Services or the Office of Counseling Services. Students may also contact Pearce & Pearce Insurance directly at 1-800-622-6491 or visit its Web site at www.studentinsurance.com.

International students attending on student visas are required to purchase the University insurance or show proof of a comparable plan acceptable to University personnel responsible for issuing Immigration Office certifying forms.

• GUIDELINES FOR MEDICAL EMERGENCIES ON CAMPUS

Coastal does not provide emergency medical services on campus. All medical emergencies should be handled by calling 911, the Emergency Medical Service (EMS). Situations that require calling 911 include life-threatening conditions such as cardiac or respiratory emergencies, stroke, poisoning, and trauma-related accidents resulting in possible fractures or multiple injuries. If you should confront a medical emergency in which 911 must be used, always notify the Department of Public Safety at (843) 349-2177 so they can direct the EMS vehicle to the emergency site.

For minor medical concerns, which do not require emergency (911) service, such as skinned elbows, nosebleeds, or a broken toe or finger, you may still call the Department of Public Safety at (843) 349-2177 for information and assistance. Campus public safety officers also may assist with transportation to Conway Hospital for minor medical concerns, which require immediate attention. If you are faced with a medical emergency after 5 p.m. or on a weekend, do not hesitate to dial 911 for assistance.

► RESIDENCE LIFE

Waccamaw Hall 129 • (843) 347-2406 • www.coastal.edu/reslife

Coastal maintains 21 residence halls, which house approximately 1,750 students. The types of residence halls range from apartment-style to traditional suite-style accommodations.

• THE RIVERS COMMUNITY

Waccamaw and Santee halls

Waccamaw Hall houses 400 students in a traditional suite-style residence hall. Rooms in Waccamaw Hall are double-occupancy and are connected by a semi-private bathroom to a neighboring double-occupancy room. All four residents share the adjoining bathroom. Each double-occupancy suite is furnished with two beds, two desks and chairs, two chests of drawers, and built-in closet space. Additionally, there are a limited number of quad suites in Waccamaw Hall, with four students sharing a bathroom and common living area, but with individual bedrooms. Each of these suites is furnished similarly to the double occupancy with the addition of a common area sofa. All suites in Waccamaw Hall, both double and quad, are open to all applicants and are wired for direct Internet access.

Santee Hall is styled in similar manner as Waccamaw Hall and houses 350 students. All suites in Santee Hall, both double and quad, are reserved only for incoming freshmen and are also wired for direct Internet access. A cafeteria style dining facility is located between the two halls.

• THE WOODS COMMUNITY

Oak, Cypress, Maple, Dogwood, Elm and Palmetto halls

All halls in the Woods Community are apartment-style living units, accommodating approximately 400 students and are reserved for returning and transfer students only. Each unit in these halls houses four students with individual bedrooms. In addition, each apartment is furnished with a refrigerator, sofa, and kitchen counter, stools, beds, desk and chairs, chests of drawers and built-in closet space. The four residents in each unit share one bathroom within the apartment. Each bedroom is wired for direct Internet access.

• THE GARDENS COMMUNITY

Azalea and Magnolia halls

Azalea and Magnolia halls are also apartment-style living units, accommodating approximately 90 students and are reserved for returning and transfer students only. Each unit in these halls houses two students who share one large bedroom. Each unit is furnished with a refrigerator, sofa, kitchen counter, stools, entertainment center, beds, desks and chairs, chests of drawers, built-in closet space, and a bathroom. In addition, units in the Gardens Community also have a full size stove and oven. Wireless Internet access is provided.

• UNIVERSITY PLACE

Highway 544

University Place is a “near campus” residence hall facility managed by the Office of Residence Life. Housing more than 500 students in 11 apartment style buildings, University Place offers a combination of one, two and four bedroom “garden style” suite

single apartments for upperclassmen and transfer students. Each apartment is furnished with a washer/dryer, refrigerator, microwave, dishwasher, stove, upholstered sofa and chair, TV stand and kitchen table and chairs. All bedrooms have private bathrooms and shared tub/shower. Each bedroom is furnished with a cable TV connection, high speed Internet connection, double bed, desk and chair, chest of drawers and large mirrored closet.

The University Place facility also offers an Activity House equipped with an exercise and fitness facility, pool/hot tub, social room with wide screen TV, half basketball court and full sand volleyball court.

• RESIDENCE LIFE STAFF

The Office of Residence Life employs trained students and professional staff members in the residence halls to serve in a variety of helping roles. Each staff member is expected to serve as a resource person, activity planner, community builder and policy enforcer to ensure that students feel welcome, safe and secure in their new home.

• FACILITIES AND SERVICES

Telephone: Each room or apartment is assigned a telephone number and equipped with a jack for telephone hook-up. The charge for local services is included in room and board fees. Residents are responsible for providing their own telephone and setting up long distance service if desired.

Laundry: Four laundry facilities are available on campus for student use. Facilities are located on the first floor of Waccamaw Hall, the first floor of Santee Hall, Kingston Hall at 106 Chanticleer Drive East, and in The Gardens Community.

Parking: Students living in the residence halls may bring and park their cars on campus. Residential parking permits may be purchased from the Department of Public Safety on campus by registering the vehicle and furnishing the proper information.

Dining: All students living in the residence halls are required to purchase a student meal plan except those residing at University Place. There are two locations on campus which provide residential student dining: The Commons is located between Waccamaw Hall and Santee Hall in the Rivers Community. The Commons serves breakfast, lunch, and dinner in a cafeteria style all-you-can eat setting. The CINO Grille is located at the Student Center and has a variety of dining options including pizza, deli sandwiches, frozen yogurt, coffee and pastries, and more.

Health Services: Health Services are available on campus Monday through Friday, 8:30 a.m. to 5 p.m. The Student Health Services Program is mandatory for all residence hall students, but optional for University Place students. Cost for these services is included in the room and board fee.

• POLICIES AND PROCEDURES

Information regarding residence life policies and procedures is outlined in the *Residence Life Living Guide*, which residence hall students will receive when they move into their rooms or apartments. Additional copies are available at the Office of Residence Life.

Conditions under which the University may terminate a student's housing contract are stipulated in the Office of Residence Life publication, *Contract Terms and Conditions*.

• **VACATION BREAKS**

The standard contract period for most residence halls does not include Thanksgiving, winter, and spring breaks. During this time, all residents are required to vacate the halls. There will be a \$15 per day charge for any students granted a break stay. Students are permitted to leave personal belongings in their rooms, but are encouraged to take valuables home with them.

• **ROOMMATE PREFERENCES**

Requests for a specific roommate(s) must be specified on the Student Residence Life Application/Contract. Requests must be mutual and roommate preferences will take priority over any specified building preferences.

• **OFF-CAMPUS HOUSING INFORMATION**

For students who choose to live off campus, the Office of Residence Life and the Office of Student Activities maintains a limited amount of off-campus housing information. This information may put you in contact with owners and realtors regarding renting or leasing options. To receive this information, you may stop by the Office of Residence Life, located on the first floor of Waccamaw Hall, room 129, or call (843) 347-2406, or the Office of Student Activities, Student Center 106 or call (843) 349-2301.

► **STUDENT CENTER**

Student Center • 100 Spadoni Park Circle

The Student Center offers a variety of facilities for all segments of the University community, as well as organizations from surrounding communities. The facility contains meeting rooms, the CINO Grille, coffee shop, television lounge, dining facilities, and game room. The Student Center also houses Office of Student Activities as well as Student Government Association, Greek Life, Coastal Productions Board, STAR, Diversity Programming, and student publication offices.

► **STUDENT ACTIVITIES**

Student Center 106 • (843) 349-2301 • www.coastal.edu/students/activities

The Office of Student Activities supports programs that encourage a sense of community and concept of total student development. It is committed to providing an environment conducive to personal, cultural, social, ethical, emotional, recreational, spiritual and organizational development through co-curricular involvement. The office provides advisement to a large number of academic, professional, Greek fraternity and sorority, special interest, and religious student organizations. The office is available to individual students who desire information about activities or organizations to meet their interests. Any student who is interested in establishing a new club or organization may obtain information from the Office of Student Activities. In addition, the office provides leadership development and community volunteer programs so students who choose to become involved in the co-curricular program can transfer the learned skills to their

professional and community involvement after graduation. This office coordinates the Student Center, Student Government, Student Media, Greek Life, Coastal Productions Board, Diversity Programming Committee, and the University's leadership development, community service and volunteer programs. The Office of Student Activities is continually seeking innovative ways to provide activities and services which are of interest to all Coastal students. Coastal offers a variety of co-curricular activities designed to supplement formal classroom education.

• **STUDENT GOVERNMENT ASSOCIATION**

Student Center 203 • (843) 349-2320

The Student Government Association (SGA) conveys student opinion to the University administration, serves as a liaison between the administration and the students, and shares with the faculty and administration the governance of the University. SGA is composed of the executive officers (president, vice president, secretary and treasurer) and senators representing student organizations and classes. Elections for the executive board are held each spring semester. Elections for class presidents and class senators are held at the beginning of the fall semester.

Student Faculty Committees: The Student Government Association (SGA) president with approval of the Student Government Association appoints students who serve on student/faculty committees. A description of the duties of these committees is available in the Office of Student Activities. Students interested in serving on one of the committees listed below should contact the SGA president.

The following student and faculty committees have been established to provide input into the decision-making process to ensure the orderly conduct of University affairs.

- Intercollegiate Athletics
- Committee on Intramural Athletics
- Committee on Student Affairs
- Committee on Buildings and Grounds
- Committee on Campus Services
- Committee on Academic Affairs
- Committee on International Programs
- Cultural Affairs Committee
- Calendar Committee
- Campus Judicial Board
- Long Range Planning and Steering Committee
- Library Advisory Committee

• **COASTAL PRODUCTIONS BOARD**

Student Center 206 • (843) 349-2326 • www.coastal.edu/students/cpb

Coastal Productions Board provides entertainment for the University community. This organization sponsors concerts, movie nights, dances and special programs such as comedians and hypnotists. Students interested in participating are asked to contact the Coastal Productions Board at the above number or visit their Web site.

• **GREEK LIFE**

Student Center 106 • (843) 349-2311

Coastal has 13 fraternities and sororities: four social fraternities, three social sororities, three historically African-American sororities, and three historically African American fraternities. The Office of Student Activities provides resources and support in the areas of leadership training and development, risk management, social programming, and community service for all fraternities and sororities. Fraternity and sorority formal recruitment for the social organizations begins in September, while the intake process for

the historically African-American organizations occurs at different times throughout the year as stipulated by national guidelines. Fraternities and sororities contribute to the campus community through their active participation in education programming, philanthropic fundraisers, community services events, and intramural and athletic events. They provide solid leadership experiences and long lasting friendships, which help students become well-rounded individuals.

- **LEADERSHIP PROGRAMS**

Student Center 106 • (843) 349-2301

The Office of Student Activities provides many educational resources and programs for the entire student population. A leadership conference is held each fall and is open to all students. The Office supports and instructs a leadership development class for credit titled UNIV 100 – Seminar in Leadership Development. Other services include educational resources and materials, publicity supplies, and campus-wide programs on issues such as alcohol abuse, service learning, diversity, and officer training and transition.

- **STUDENT MEDIA**

Student Center 206

Three regular student managed publications are offered at Coastal during the academic year. *Archarios* is the literary and art magazine published annually and consists of poetry, prose, artwork, and photography submitted by Coastal students, faculty, staff, and alumni. *The Chanticleer* is the campus newspaper printed bi-monthly and reporting events of interest on and off campus while keeping the Coastal community informed of upcoming events. *Tempo* is the campus feature magazine published each semester and chronicles major events and stories affecting the Coastal community. The Student Media Committee assists student publications at Coastal in meeting the goals of serving the student community's needs and providing maximum opportunity for educational journalistic experiences in fulfillment of the educational mission of the institution and in the full spirit of the First Amendment of the United States Constitution. The committee also serves in advisory capacity to the Vice President for Student Affairs with regards to all matters pertaining to student publications. For more information call: *The Chanticleer* (843) 349-2330; *Tempo* (843) 349-2396; *Archarios* (843) 349-2328.

- **STUDENTS TAKING ACTIVE RESPONSIBILITY (S.T.A.R.)**

Student Center 206 • (843) 349-2337

STAR is the community service organization of Coastal Carolina. It provides opportunities throughout the year for students, faculty, and staff to make an impact on the community. The organization is involved in many volunteer programs on campus and in the local community and raises money and donates endless hours to support many philanthropic causes. STAR has worked with hurricane relief projects and established relationships with such organizations as CARETEAM, the American Red Cross, Horry County Shelter Home, and the March of Dimes. STAR also supports McLeod Children's Hospital and Children's Miracle Network. STAR is operated primarily by two student coordinators and is advised by the Office of Student Activities.

• DIVERSITY PROGRAMMING COMMITTEE

Student Center 206 • (843) 349-2033

The Diversity Programming Committee provides educational programs and entertainment, which focus on various areas of diversity, multiculturalism, and acceptance of differences. The organization works cooperatively with all other student organizations to assist in the co-sponsoring of events and sponsors Coastal Unity Day.

• STUDENT CLUBS AND ORGANIZATIONS

Coastal has more than 90 recognized student organizations available to students. Operational procedures and regulations for student organizations can be found in the *Student Organization Handbook* and on Coastal's Web site. Any student wanting to form a new organization should contact the Office of Student Activities.

Regular membership in recognized organizations shall be open to full-time Coastal students. All other requirements are left to the discretion of the individual organization. Organizations may offer associate membership to part-time students, faculty members, staff members, and interested persons not officially connected with the University. Associate members may not vote or hold an executive office. Students who are scholastically deficient (below a 2.0 GPA cumulative) may not hold office in a student organization.

• ACADEMIC ~ DEPARTMENT/PROFESSIONAL

Accounting Club	Phi Beta Lambda (business)
American Marketing Association	Philosophy Club
Art Club	Physical Education Club
Biology Club	Professional Golf Management
Chemistry Club	Psychology Club
Education Club	Recreation Club
Finance Club	Society for the Advancement of Management (SAM)
German Club	Sociological Society
History Club	Student Affiliate of the American Chemical Society (SAACS)
Journalism Club	
Number & Bytes	
Phi Alpha Delta (pre-law)	

• HONOR SOCIETIES

Alpha Kappa Delta (Sociology)	Phi Eta Sigma (Freshmen)
Alpha Mu Gamma (Foreign Language)	Phi Sigma Tau (Philosophy)
Alpha Sigma Lambda (Adult Learners)	Pi Mu Epsilon (Mathematics)
Beta Gamma Sigma (Business and Management)	Pi Sigma Alpha (Political Science)
Delta Omicron (Music)	Psi Chi (Psychology)
Eta Sigma Gamma (Health Promotion)	Sigma Tau Delta (English)
Kappa Delta Pi (Education)	Sigma Zeta (Science and Math)
Omicron Delta Kappa (Leadership)	Upsilon Pi Epsilon (Computer Science)
Order of Omega (Greek Leadership)	Who's Who Among Students in American Universities and Colleges
Phi Alpha Theta (History)	

- **PUBLICATIONS**

Archarios (Literary Art Magazine)
The Chanticleer (Campus Newspaper)
Tempo (Culture Magazine)

- **RELIGIOUS**

Baptist Collegiate Ministries	Fellowship of Christian Athletes
Campus Crusade for Christ	Newman Club

- **SOCIAL FRATERNITIES**

CCU National Panhellenic Council	Pi Kappa Phi
National Interfraternity Council	Phi Beta Sigma
Alpha Phi Alpha	Sigma Phi Epsilon
Kappa Alpha Psi	Tau Kappa Epsilon
Pi Kappa Alpha	

- **SOCIAL SORORITIES**

CCU National Panhellenic Council	Gamma Phi Beta
National Panhellenic Council	Phi Sigma Sigma
Alpha Kappa Alpha	Sigma Sigma Sigma
Delta Sigma Theta	Zeta Phi Beta

- **INTEREST**

African-American Association	Outdoor Adventure Club
Amnesty International	Pep Band
Cheerleaders	S.A.V.E. (Vegetarian Ethics Club)
Circle K	S.C.R.E.A.M.
Coastal Carolina University Chamber Winds	S.T.A.R. (Community Service)
Coastal Carolina Concert Choir	S.T.R.I.D.E.
Coastal Carolina Gospel Choir	Student Athletic Trainers Association
Coastal Design and Advertising	Student Alumni Ambassadors
Coastal Productions Board	Association
CUDA (Diving Club)	Student Government Association
Dance Club	Students for Environmental Action
Diversity Awareness Committee	(SEA)
Fishing Club	Surf Club
GALAC-C (Gay and Lesbian Club)	SUW (Society of the Undersea World)
International Students Club	Swim Club
Lacrosse Club	Ultimate Frisbee Club
Leadership Challenge	Upstage Company (Theater)
Los Amigos Spanish Club	Wrestling Club
NAACP	

► MULTICULTURAL STUDENT SERVICES

Prince 215 • (843) 349-2863 • www.coastal.edu/multicultural

Multicultural Student Services supports and promotes the development of student success and satisfaction. The office provides a variety of programs and services related to the concerns, challenges and needs of minority students and their adjustment to University life. These programs and services are designed to be catalysts for student success. The overall goal of the office is to support the academic, social, and cultural development of minority students through counseling and programming. Consultation is also provided to faculty and staff regarding minority issues and the South Carolina Commission on Higher Education's Access and Equity Program.

► CAMPUS RECREATION

Williams-Brice Building • www.coastal.edu/recreation

A wide variety of recreational and leisure time opportunities are available to all students and the campus community of Coastal Carolina University. Look for opportunities to participate in outdoor adventures and sports clubs.

► INTRAMURAL SPORTS

Williams-Brice Building • (843) 349-2802

Flag football, basketball, softball, volleyball, soccer and water polo are just a few of the team sports available in men's, women's and co-recreational leagues. Individual events include badminton, racquetball, swimming and tennis. All sports offer multiple playing levels to ensure participants a variety of competition. Some of our intramural sports teams have represented Coastal at regional and national championship tournaments. All you need to participate is a valid Coastal ID, the desire to have a good time and the motivation to exercise. Entries can be picked up and turned in at the Student Recreation Center.

► RECREATIONAL FACILITIES

Williams-Brice Building • (843) 349-2802

The Student Recreation Center (SRC) is the center of all campus recreational activity. The facility offers a six-lane 25-yard swimming pool with separate shallow end and adjacent outdoor patio, auxiliary gym, racquetball courts, dance studio for aerobics, locker rooms, and a weight room with the latest fitness and cardio equipment. The campus recreation offices are located here. The Joseph Holliday tennis courts directly behind the SRC feature four composition courts, two of which are lighted. Intramural activities are played on the Spur fields, a large outdoor field complex, which also is available to the students for pick-up games. A state-of-the-art lighted track is available for the jogging enthusiast. The campus community is encouraged to participate in any of these activities with a valid Coastal ID. Equipment is available for checkout at the Campus Recreation office. A 10-element challenge course offers students, faculty and staff opportunities for team building and personal development. Several outdoor trips are planned every year including rafting, hiking and kayaking trips.

► CAREER SERVICES

Prince 122 and 117 • (843) 349-2342 or 349-2357 • www.coastal.edu/career

Career Services includes Career Exploration services and Student Employment services which are supported by the technology systems housed in the Career Resource Lab and on the CCU Career Services Web site. Counselors are available to work with students by individual appointment, through structured workshops, classroom presentations, or on a walk in basis in the Lab. Office hours are 8:30 a.m. to 5 p.m., Monday through Friday.

• CAREER EXPLORATION SERVICES

Prince 122 and 117

Career Exploration Services assists students and alumni in the selection and achievement of career goals. Students explore their work values, interests and abilities through assessment tools such as the Myers-Briggs Type Indicator, the Strong Interest Inventory, computerized exploration systems, individual counseling and other career research. Counselors assist student with review of opportunities and alternatives as early and systematically in the academic programs as possible. Career library materials, Internet resources, job shadowing and information interviews with members of the Alumni Career Network, and University 150, a Career Exploration course, are used to facilitate career decision making.

• STUDENT EMPLOYMENT SERVICES

Prince 122 and 117

Student Employment Services assist students with locating part-time, internship and full-time employment opportunities. On-campus employment opportunities, including those requiring Federal Work-Study awards, are posted through this service to the CCU Career Services web site. Part-time, seasonal or year-round opportunities are posted directly to the web site by participating employers. Non-credit internships, available through government agencies, not-for-profit organizations and large national or multi-national employers are advertised through the CCU Career Services web site via internet links to those organizations. Internships for academic credit are facilitated by designated faculty in each department. A list of faculty internship coordinators is provided on the Career Services web site.

Job search preparation is provided to graduating seniors through workshops, class presentations and individual appointment. Planning job search strategies, creation and production of resumes and cover letters, development of interviewing skills are addressed to enable students to present themselves effectively as candidates for full-time employment.

Students are connected with employers through career fairs, on-campus interviewing days, employer information sessions and direct resume referrals. Networking through the Alumni Career Network, recruitment publications and Internet technology is also supported. Students must register with Career Services to participate in recruitment events.

► **ATHLETIC PROGRAMS**

Arcadia Hall • (843) 349-2820 • www.coastal.edu/athletics

Coastal offers a wide-range of opportunities in athletic participation during the academic year. The University competes intercollegiately in 17 varsity sports in NCAA Division I. There are eight sports for men: basketball, baseball, soccer, track, cross country, golf, tennis, and football (to begin in fall 2003); and nine sports for women: basketball, volleyball, softball, golf, soccer, tennis, cross country, and indoor and outdoor track and field. Coastal is a member of the Big South Conference.

The cheerleading squad supports the University's athletic program and has received high honors in national competition.

► **CULTURAL PROGRAMS**

The University offers musical, dance, theatrical, and lecture programs at no cost to students. The University Cultural Arts Committee composed of faculty, staff, students, and community members selects performing artists. Coastal Carolina University Theater offers outstanding drama with the cast and crew selected from University students by audition. The Kimbel Distinguished Lecturer Series features well-known figures from politics, the media, and the arts, who lecture at no cost to students. Information concerning cultural programs may be obtained by contacting the Wheelwright Auditorium Box Office staff at (843) 349-2502. The box office is open weekdays from 8:30 a.m. to 5 p.m.

UNIVERSITY POLICIES AND REGULATIONS

This section contains a synopsis of University policies and procedures regarding issues that affect all students. Complete policies and procedures may be obtained by contacting the office of the Vice President for Student Affairs in Singleton 104 or by consulting other references listed in this publication.

► **ANIMALS**

Animals are not permitted in any campus building, with the exception of laboratory animals in the Science Building. Service animals to assist persons with disabilities are permitted in all areas of campus. All animals must be maintained in compliance with all federal, state and local laws. The University reserves the right to prohibit animals from attending any University sponsored event(s).

► **COMMENCEMENT/HONOR STOLES**

For commencement exercises, graduates who are members of nationally recognized honor societies at Coastal wear white satin honor stoles bearing the University seal and the appropriate Greek letters or designated honor. Omicron Delta Kappa handles the sales and distribution of the stoles.

► **DISRUPTION OF NORMAL ACTIVITY**

No one may disrupt or interfere with the normal activity and operations of students, faculty, administration and staff of this institution or its buildings and facilities. Any form of expression that materially interferes with such activities and operations or invades the rights of persons is prohibited.

► **ENGLISH LANGUAGE PROFICIENCY** **(SC CODE 59-103-160)**

All candidates interviewed for University teaching positions will be evaluated on both their written and spoken English proficiency. Faculty employed will possess adequate written and spoken English skills so as to be able to deliver instruction in an understandable manner. Students with specific concerns should schedule a meeting with the immediate supervisor of the instructor involved.

► **DRUGS AND NARCOTICS**

Coastal Carolina University, as a responsible segment of the society in which it exists, and as an educational institution within the state of South Carolina, neither permits nor condones the possession, use, or sale of illegal drugs and narcotics. The University operates in compliance with the Drug-Free Schools and Communities Act and other federal, state and local laws.

► **FIRE REGULATIONS**

The possession, ignition, or detonation of any flammable material or fireworks is prohibited on any property owned or operated by the University. False fire alarms and tampering with fire safety equipment is prohibited.

► **FIREARMS/DEADLY WEAPONS**

The possession or use of any firearms or other deadly weapons is strictly prohibited on the Coastal campus.

► **FORGERY**

The alteration or misuse of Coastal documents or records is forbidden.

► **FREEDOM OF INQUIRY AND EXPRESSION**

Coastal recognizes and supports the rights of its members to the traditional freedoms of expression. The nature of an educational institution, which is dedicated to the search for truth and the development of the individual student for his role in a democratic society, protects these freedoms. Equally expected of students in the exercise of these freedoms is the weighing of possible consequences of their actions, especially those that involve conduct, which interferes with or impinges upon the rights of other students, faculty or any member of the University community.

► **FUNDRAISING AND PROMOTION**

Organizations and individuals that are members of the Coastal community may not

engage in fundraising or promotional activities unless the administrative staff of the University sanctions these activities. Authorization for all fundraising and promotional activities must be obtained from the Vice President for Student Affairs, in conjunction with the Office of Student Activities.

► **GRADE ACCESS INFORMATION**

Coastal students may access final grades at the end of each semester via a toll free number, 1-800-613-9512, or the Internet at <http://www.getgrades.com>

► **HAZING POLICY**

No organization or group of students, registered or otherwise, officially or in fact, may participate in the activity of hazing.

Hazing is any activity undertaken by a group or organization or a member of that group or organization in which members or prospective members are subjected to activities which harass, intimidate, physically exhaust, impart pain, cause undue mental fatigue or mental distress, or which cause mutilation or alteration of the body or parts of the body. Such activities include but are not limited to, tests of endurance, submission of members or prospective members to potentially dangerous or hazardous circumstances, activities which have a foreseeable potential for resulting in personal injury, or any activity which by its nature is so profound that it would have a potential to cause severe mental anxiety, mental distress, panic, degradation, or public embarrassment. Specific activities that constitute hazing include, but are not limited to, the following:

- Forced consumption of alcohol, drugs, food, etc.
- Deprivation of sleep or rest
- Calisthenics (push-ups, sit-ups, runs, etc.)
- Paddling
- Road trips (dropping off new members to find their own way back home)
- Line-ups (lining up people and harassing them verbally)
- Running personal errands of the members

Registered organizations and groups shall be permitted certain initiation ceremonies and activities, which when examined by the ordinary University student, would seem reasonable under the circumstances and justified in view of the purpose for which they are conducted.

It shall not constitute a defense to the charge of hazing that the participants took part voluntarily, that they voluntarily assumed the risks or hardship of the activity, or that no injury in fact was suffered.

All Coastal Student Code of Conduct policies shall apply to behavior of students and student organizations on Coastal properties or functions located on Coastal property or administered by Coastal. However, the Student Code of Conduct shall apply to alleged incidents of hazing as described above, irrespective of the location(s) of the alleged hazing incidents. All off-campus conduct attributable to Coastal registered student organizations is also subject these regulations.

The Office of the Vice President for Student Affairs, in cooperation with the appropriate student judicial board, will investigate and handle all cases of hazing allegations. Individual students involved in an alleged hazing incident will be referred

to the Vice President for Student Affairs. For information on the South Carolina Hazing Law, the Coastal Hazing Policy, or to initiate a complaint for alleged hazing, all members of the University community should contact the Director of Student Activities at 349-2303.

► HURRICANE PROCEDURES

It is the policy of Coastal to view each hurricane threat as an extremely hazardous condition and first minimize the risk to students, faculty and staff; and second, to protect university property. The entire procedure can be found at www.coastal.edu.

► LOST AND FOUND

The Department of Public Safety maintains a lost and found department for use by the students, faculty and staff at the university. Items may be turned in, reported lost or retrieved at the Department of Public Safety in Atheneum Hall or in Student Center 106 or Wall 124A. For more information, contact the Department of Public Safety at (843) 349-2177.

► NEEDLE AND SHARP INSTRUMENT DISPOSAL

The use of hypodermic needles is discouraged on the University campus except for urgent medical cases. If such a need arises, please adhere to strict regulations according to the Federal Blood borne Pathogens Standard with regards to disposing a needle or any sharp instrument that may be contaminated with blood or body fluids. Never throw a needle or sharp instrument in the trash - an innocent person may become injured. Biohazard Contaminated Waste Containers for the proper disposal needle and sharp instruments are located in the following locations: Science Building; Department of Public Safety located in Atheneum Hall; and Facilities Management. Anyone who becomes injured with a contaminated needle or sharp instrument should seek medical attention immediately. For more information, contact the nurse at the Health/Medical Referral Office, (843) 347-7466.

► OFF-CAMPUS SPEAKERS

The Board of Trustees is, by law, the governing board of the University, and nothing in this statement of policy abrogates or limits in any way the authority of the Board in matters of governance.

- A. Coastal Carolina University is committed to the principle that students should be allowed to invite and to hear any person of their own choosing. The campus is open to free discussion and the examination of views and ideas, both popular and unpopular, orthodox and unorthodox, with the condition that such discussion be accompanied by peaceful methods and peaceful conditions consistent with the scholarly nature of an academic community. Freedom of inquiry, both in the classroom and in all other aspects of University life, is essential to the search for truth and, therefore, is a major tenet of the University educational philosophy.
- B. A positive effort is made to provide for a vigorous presentation of varied points of view under conditions of suitable scheduling and publicity.
- C. Invited speakers and their sponsoring organizations are accountable to campus

and civil authorities for compliance with existing regulations and laws which are designed to prevent disruption of the University, injury to person or property, obscene behavior or riot.

Since the University encourages the expression of diverse opinions and views, it is equally clear to the academic and larger community that the presentation of a particular view or opinion by the visiting speaker on campus does not imply University endorsement of that view.

The officers of a recognized student organization desiring to use University facilities for a visiting speaker shall submit to the Office of Student Activities a request for reservation of meeting space and an Event Registration Form with the following information: (submitted two (2) weeks prior to the event)

1. The name of the sponsoring organization and the proposed speaker's topic;
2. Sufficient biographical information to identify the proposed speaker, including the address and telephone number of the speaker or that of the agency representing the speaker;
3. Request for a date and place of meeting; and
4. A statement as to what non-college attendance, if any, is invited or expected, along with an outline of the manner in which the event is to be publicized.

Arrangements for the scheduled use of University facilities are subject to administrative approval to prevent conflict in the scheduling of facilities. When a negative decision is made upon the grounds of conflict, the sponsoring organization is free to seek a more suitable date and arrangements. Unless there are conflicts in scheduling, speaker appearances will be authorized upon fulfillment of these requirements. An exception to routine authorization occurs when the proposed speaker or activity is undesirable under criteria of paragraph "C" of the policy statement above or when conditions within the University indicate that danger to persons or property might result from an appearance. The President of the University shall have final authority in these matters, whether upon review of the decision of the Vice President for Student Affairs or upon appeals from such decision.

It shall be the responsibility of all organizations to provide speakers with a copy of the procedures at the time of the invitation.

Once a speaker affected by the above procedures has been invited, and acceptance received, the appearance on campus shall be governed by the following policies:

1. Student attendance at campus-wide events is not compulsory.
2. In order to assure the free and open discussion which is essential to safeguarding free institutions, the President, in his or her discretion and when he or she considers it appropriate, may require that a meeting be chaired by an officer of the University or by a ranking member of the faculty.

Exceptions to the above policy will be submitted to the Vice President for Student Affairs who will chair a committee comprising two (2) faculty and two (2) student members of the Student Affairs Committee of the Faculty Senate. Speakers thus permitted to speak will do so only in the Student Center and only for a specific day and time. The speaker must fulfill all other requirements above. The President shall have final authority in these matters.

► **PARKING REGULATIONS**

All vehicles must be registered and must display a valid parking decal if the vehicle is driven, parked, or otherwise maintained on campus. Residence Hall students are required to park their vehicles in the back of the residence halls from 8 a.m. until 4 p.m., Monday through Friday. Students who elect to park in the Baseball Field Parking Lot may do so, free of charge. Any vehicle parking in the Baseball Field Parking lot must have a current Coastal parking decal and the vehicle must be registered with the Department of Public Safety. Any student electing to accept the free decal for Baseball Field Parking must, when parking on campus, park their vehicle only in this lot until 4 p.m., Monday through Friday. Parking decals, as well as Traffic and Parking Regulations booklets, are available from the Department of Public Safety. Office hours are 8 a.m. to 4:30 p.m., Monday through Friday. Traffic citations will be issued if regulations are not followed.

► **POSTING REGULATIONS**

The placing of signs, posters and fliers is generally permitted only on designated Office of Student Activities' bulletin boards and other designated areas. The Office of Student Activities must approve all posted materials. Note: Anything posted in the residence halls must be approved by the Office of Residence Life located in Waccamaw Hall. Copies of the University Bulletin Board Procedures are available in the Office of Student Activities and the Student Organization Handbook. Each student organization is provided with a copy of these procedures. Posting information on vehicles is not permitted.

► **SEXUAL ASSAULT POLICY**

Coastal will not tolerate sexual assault in any form. A student charged with sexual assault may be prosecuted under South Carolina criminal statutes and disciplined under the University's Code of Student Conduct. The University reserves the right to apply the code whether or not civil authorities elect to prosecute such offenses. Victims of sexual assault are strongly encouraged to seek redress in a confidential process wherein a complaint is filed consistent with the Code of Student Conduct. In those instances where a complaint has been filed, the University will pursue disciplinary action through the University judicial process.

► **SEXUAL HARASSMENT POLICY**

It is the policy of Coastal, in order to maintain an environment in which the dignity and worth of all members of the institutional community are respected, that sexual harassment of employees or students is prohibited. Such conduct is unacceptable and will not be tolerated. It is a form of behavior, which seriously undermines the atmosphere of trust essential to the academic environment. It also is the policy of the University that willful false accusation of sexual harassment shall not be condoned.

Sexual harassment of employees or students at Coastal is defined as unwelcome sexual advances, requests for sexual favors, verbal or other expressive behaviors, or physical conduct commonly understood to be of a sexual nature. Prohibited acts of sexual harassment may take a variety of forms ranging from subtle pressure for sexual activity to physical assault.

Any student who feels that she or he has been sexually harassed under the above definition and who wishes further information, or who wishes to file a complaint, should immediately contact one of the following on the Coastal campus: the Vice President for Organizational Development and Human Resources, the Vice President for Student Affairs, or the Director of Counseling Services.

A complete copy of this policy may be obtained from the Office of Human Resources and Equal Opportunity or the Counseling Center.

► **SMOKING POLICY**

Smoking or the possession of lighted smoking materials in any form inside university buildings is prohibited except in those areas designated as smoking areas and in certain enclosed private offices. In areas where smoking is permitted, signs must be displayed except in enclosed private offices.

► **SOLICITATION AND DISTRIBUTION**

South Carolina Code of Laws, Volume 4, Section 8-11-230, sets forth the policy on Solicitation and Distribution. Coastal Carolina University, as a state agency, is legally responsible for adhering to state laws. Solicitation is defined as contact for the purpose of:

1. soliciting funds or sales or demonstrations that result in sales;
2. distributing advertising or other materials;
3. compiling data for surveys, programs or other purposes; or
4. recruitment of members or support for an organization or cause.

The following rules are promulgated in furtherance of the University's legal responsibility:

- Solicitation or distribution of pamphlets, products, or other materials by persons other than employees and students of the University in those areas of the University, which are not open to the public, is prohibited. Solicitation or distribution by persons other than employees and students of the University in those areas of the University, which are open to the public, is prohibited. Solicitation in conjunction with non-University sponsored activities by University employees or students on University property during working time is prohibited.
- Distribution of pamphlets, products, or other materials by University employees or students on University property in non-working areas during working time is prohibited.
- Distribution in conjunction with non-University sponsored activities of pamphlets, products, or other materials by University employees or students on University property in working areas is prohibited.
- Charitable fund drives approved by the Director of Student Activities may be conducted under the University's supervision.

► **TELEPHONE REGULATIONS**

Students are not permitted to use University telephones for long distance calls unless authorized by a University official. Pay telephones are available at various locations on campus.

UNIVERSITY POLICY FOR STUDENT COMPLAINTS

The University deems it essential that all students be provided an adequate opportunity to bring complaints and problems to the attention of the administration with the assurance that they will be treated promptly, professionally, fairly, confidentially, and without fear of reprisal. If any student believes he or she has been mistreated by any member of the faculty or staff, the procedures listed below should be followed. They are intended to simplify the proper route for students to follow in complaining about any perceived mistreatment by a University employee and are not intended to replace any existing grievance process for matters that may be grieved. Students who are unsure about this complaint policy are encouraged to consult with their academic advisers.

Complaints about faculty on academic matters should be reported to the department chair or dean who supervises the professor or instructor, or inquire at the Office of the Provost.

Complaints about any form of perceived discrimination, including, but not necessarily limited to racial discrimination, sex discrimination, discrimination because of a disability, or sexual harassment and complaints about improper treatment by any university employee should be reported to the Vice President for Organizational Development and Human Resources.

Complaints about admissions, any registration problem, billings or accounts receivable, or financial aid should be reported to the office of the Vice President for Enrollment Services.

All other complaints on non-academic matters, including complaints about treatment by other students should be reported to the Office of the Vice President for Student Affairs.

If any student with a complaint does not receive satisfaction from any of the above-listed offices, the student should bring his or her complaint directly to the Office of the President.

CODE OF CONDUCT AND ACADEMIC RESPONSIBILITY

I. Introduction

This chapter extends and applies the general principles of the Statement of Student Rights and Freedoms to specific actions and responsibilities of students at Coastal Carolina University. It accepts the proposition that “academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society,” and that “free inquiry and free expression are indispensable to the attainment of these goals.” This chapter establishes rules, regulations, policies, and the disciplinary guidelines under the duty and corollary powers inherent in educational institutions to protect their educational purposes through the setting of standards of student conduct and scholarship and through the regulation of the use of college facilities.

Students have the right to expect expeditious enforcement of the code of student conduct and academic responsibility. It is the responsibility of each student as a member of the University community to abide by the code. Knowledge of this code can prove most beneficial to students in utilizing and protecting their guarded rights. Unfamiliarity with institutional regulations does not excuse infractions.

II. Academic Responsibility

A. Academic Infractions

Infractions of academic discipline include, but are not limited to, the following:

- 1. Cheating.** This refers to conduct during quizzes and examinations which shall include utilizing written or recorded information, or information obtained by any other means of communication, not specifically permitted by other than the instructor, and giving written or oral information, or information conveyed by any other means of communication, to another student. It also includes stealing, buying, selling, or unauthorized collaboration on any test, homework, assignment or project. A student who knowingly participates in another's cheating also commits cheating.
- 2. Plagiarism.** This refers to submitting, as a student's own work, material obtained from another source without indicating the source from which it was obtained. It includes letting another person compose or rewrite a student's written assignment. Plagiarism includes submission of old laboratory reports, previously submitted term papers, computer programs not authored by the student, or material copied without attribution from published sources. It also includes a student's allowing another person to take all or part of a course or examination in his or her place. A student who knowingly participates in another's plagiarism also commits plagiarism.
- 3. Disruption of Normal Instructional Activity.** No one may interfere with or disrupt the normal instructional activity and operations of students, faculty or staff of this institution. Examples of disruptive behavior can include, but are not limited to, arriving late to class or leaving class early, eating, arguing, complaining, asking off-track questions, or talking to others when the instructor is talking.
- 4. Misuse of University Documents.** Forgery, alteration or misuse of any University document or record is prohibited.

5. Fraud or Lying. Lying or fraudulent misrepresentation in, or with regard to, any transaction with the University, whether oral or written, is prohibited.

6. University Policies and Procedures. A student who assists in any infraction mentioned previously shall be considered equally as guilty as the student who commits the infraction.

B. Reporting and Enforcement of Student Academic Responsibility

1. Reporting Procedures

Infractions of academic discipline should be reported in writing to the instructor of the class, the department chair, or to the college dean by:

- a. the student committing the infraction;
- b. any student observing the infraction; or
- c. any faculty or staff member observing the infraction.

When reported by the instructor of the class, copies of the written notification should be sent to the department chair.

The report should be made as soon as possible after the discovery of the infraction (although this may occur at a considerable time after the actual infraction was committed) and should include the name of the accused student(s), the specific infraction(s), and the name(s) of witness(es). Students and faculty should be aware that anonymous reports may alert a faculty member to an existing problem in his or her classes, but these reports cannot serve to initiate disciplinary action.

In the case of reports made to the department chair or dean, he or she shall immediately inform the instructor(s) of the course(s) in which the alleged violations took place.

Subsequent actions, including written notification of the accused and any hearings or appeals, should occur on a schedule dictated by the need for prompt action to resolve the issue while providing ample time to protect the rights and responsibilities of all parties. The faculty member will be a party to all subsequent hearings or appeals.

2. Enforcement

Any student accused of committing academic infractions will be notified in writing by the instructor of the class in which the presumed infraction occurred. The notification shall inform the student of the specific violation(s) of which he or she has been accused, the evidence available to the instructor, the penalty imposed by the instructor, and notify the student of his or her rights to appeal to the applicable school dean. The instructor will notify his or her department chair (or associate or assistant dean, as applicable) and dean of the pending matter. This written notification shall be given to the student before a student-faculty conference where the student is given an opportunity to rebut the evidence against him or her. The student-faculty conference should occur within the semester during which the violation is reported. When the violation is reported in the last two weeks of a semester or during a period between semesters, the conference must occur as early as practical in the following semester. This conference consists of the instructor of the class and the student accused of an academic infraction, but can include the student(s), faculty or staff member(s) who observed and reported the infraction. If the student feels he or she has been wrongly accused, or the sanction(s) imposed are too harsh, or that due process has been denied, the student may

appeal the matter to the college dean of the instructor's discipline. The college dean will then consult with the student, instructor and department chair. The college dean will then issue a written decision regarding the appeal. The findings of the college dean may be appealed to the Provost and Vice President for Academic Affairs. This appeal must be in writing and be submitted to the Provost and Vice President.

The request for appeal shall state the reasons for believing the decision of the instructor to be improper, and whether the student chooses to appeal to the Provost and Vice President for Academic Affairs (finding, sanction(s), denial of due process). The Provost and Vice President for Academic Affairs will collect the written decision of the college dean.

If a hearing or appeal is requested before the Provost/Vice President for Academic Affairs, the student charged with infractions will be sent written notice, by the Provost/Vice President for Academic Affairs, of charges against him or her at least ten (10) business days before the time scheduled for the hearing.

The notice will include:

- (1) the specific charges against him or her
- (2) the time and place of the hearing
- (3) notice of his or her rights to be present for all testimony, to bring his or her own witness, question witnesses against him or her, and have an adviser, if desired; and
- (4) notice of the right to appear to the President of the University, and to the Board of Trustees, in that order.
- (5) If appealed to the Provost and Vice-President for Academic Affairs, the Provost and Vice President's designee will be identified in this notice letter if an individual other than the Provost and Vice President will hear the charge.

In the case of a student who is no longer enrolled at Coastal Carolina University or who chooses not to respond to the summons, the hearing may proceed in the student's absence. In all cases, the student will be informed by the Provost and Vice-President for Academic Affairs of the outcome of the hearing by registered letter within ten (10) business days and provided the opportunity to request an appeal to the President, stating the reasons for believing the decision of the Provost and Vice-President for Academic Affairs to be improper (finding, sanctions imposed, or denial of due process.) The findings of the Provost and Vice President for Academic Affairs may be appealed in writing to the President through the Provost and Vice President for Academic Affairs within ten (10) business days of the date on which the decision letter is sent to the student.

III. Non-Academic Responsibilities

A. General Conduct Regulations

General Principles: Like every institution, Coastal Carolina University maintains regulations governing the behavior of its students, faculty, staff or administration. Coastal's student regulations or Code of Conduct is listed below and rests upon the following assumptions:

ONE: Individual members of this academic community are responsible for their own behavior and the behavior of their guest(s).

TWO: Coastal's regulations are not part of, or a substitute for, the general civil code of local, state or federal law, and what is illegal off-campus is illegal on campus. The University cannot shield students from the criminal consequences of illegal actions. Students who are arrested for felonies are required to notify the Vice President for Student Affairs.

THREE: Constitutional guarantees against unreasonable search do not prevent University authorities from making periodic inspections of University property for maintenance, health or safety purposes, or in emergency situations. The University reserves the right to enter the space for routine inspection at reasonable hours following written notice posted conspicuously in the residence hall twenty-four (24) hours in advance, and without notice where circumstances exist. The University reserves the right to enter and search a Student's room and to seize matter possessed in violation of University policy or state law without notice. Police officers armed with a search warrant may conduct a search of a room or an office on this campus without the permission of the University authorities; the University is not responsible for the legal consequence of a search by non-University employees.

FOUR: The University cannot take away basic civil liberties guaranteed under American law such as freedom of speech, although the University may issue regulations which condition student exercise of those rights. The University will take action to protect the right to freedom of speech; it will also act to prevent the interruption of normal instructional activity.

FIVE: The following statements constitute the official record of all General Conduct Regulations at Coastal Carolina University. Students are expected to comply with these rules; those who fail to do so will face a range of disciplinary actions.

- 1. Compliance with Civil and Criminal Law:** While members of this academic community, students must comply with all local, state, and federal laws. The University can provide no sanctuary from prosecution after a violation of the law has occurred.
- 2. Sexual Assault:** Coastal Carolina University will not tolerate sexual assault in any form, to include acquaintance rape. A student charged with sexual assault may be prosecuted under South Carolina criminal statutes and disciplined under the University's Code of Conduct whether or not civil authorities elect to prosecute such offenses. Victims of sexual assault are strongly encouraged to seek redress in a confidential process wherein a complaint has been filed consistent with the Code of Conduct. In those instances where a complaint has been filed, the University will pursue strong disciplinary action (to include suspension) through the University judicial process. The University, through the Vice President for Student Affairs, reserves the right to change academic arrangements or on-campus living arrangements in behalf of the interest(s) of person(s) involved in sexual assault.
- 3. Harassment and/or Stalking:** Coastal Carolina University is committed to protecting the right of all individuals to pursue their intellectual, vocational, and personal interests without harassment or interference. The University is also committed to providing an environment, in which visitors to and members of the campus community are treated with dignity, respect and regard for their welfare and learning needs. The University prohibits harassment and/or stalking on the University campus and/or properties under its jurisdiction. The University defines

harassment as patterns of intentional, substantial, and unreasonable intrusion into the private life of a targeted person that causes the person and would cause a reasonable person in their position to suffer mental distress. The University defines stalking as a pattern of words or conduct that is intended to cause and does cause a targeted person and would cause a reasonable person in the targeted person's position to fear the following for themselves or a member of their family: death, assault, bodily injury, criminal sexual contact, kidnapping, or damage to the property of the person or a member of their family.

Incidents occurring on or off campus are subject to University discipline when such actions materially affect the learning environment or operations of the University. A student charged with harassment and/or stalking may be prosecuted under South Carolina criminal statutes and disciplined under the University's Code of Conduct whether or not civil authorities elect to prosecute such offenses. Victims of harassment and/or stalking are strongly encouraged to seek redress in a confidential process wherein a complaint has been filed consistent with the Code of Conduct. In those instances where a complaint has been filed, the University will pursue strong disciplinary action (to include suspension) through the University judicial process. The University, through the Vice President for Student Affairs, reserves the right to change academic arrangements or on-campus living arrangements in behalf of the interest(s) of person(s) involved in harassment and/or stalking.

4. **Damage to Property:** Damage to or destruction of property owned or operated by the University, its students, faculty, administration, and staff, is prohibited. This prohibition includes acts of vandalism as well as arson.
5. **Fireworks, Firearms and Other Deadly Weapons:** It is normally an offense against criminal law to carry deadly weapons without authorization, and the University will regard the possession or use of firearms, switchblades, razors, brass knuckles, slingshots, explosives, or other dangerous weapons to be a serious offense against the Code of Conduct. Except when specifically sanctioned by University authorities, the detonation of fireworks or explosives of any kind is forbidden.
6. **Fire Alarms and Fire Equipment:** No person shall make, or cause to be made, a false fire alarm. No person shall tamper with, damage, or misuse fire safety equipment.
7. **Theft or Misappropriation:** Theft of either University or private property is forbidden under both University regulations and the normal penal code. This prohibition includes the receiving of stolen property, and especially includes the sale or possession of stolen textbooks or books belonging to the University library.
8. **Disorderly Conduct and Violence:** The University prohibits any individual group behavior that creates a disturbance to normal instructional activity or creates a danger to the health or safety of individuals on University property. This includes, but is not limited to, fighting, punching, physical assault or threatened assault, hazing of any physical sort, and boisterous conduct that exceeds the bounds of safety and good sense. Students must leave the scene of any serious outbreak of violence and notify police or University authorities. Similarly, students

must obey the instructions of police and University authorities in the event of a serious breach of the peace, leaving the scene of an incident of this kind when told to do so. In exceptional cases, the Board of Trustees has the right to name a special hearing board, committee, or officer to investigate serious problems of disorderly or violent conduct.

9. **Misuse of Keys:** No one may use or possess any University key without proper authorization. No student is allowed under any condition to have a University key duplicated.
10. **Misuse of Telephone:** No student shall make or assist in making annoying telephone calls, or otherwise misuse or abuse telephone equipment at the University. Unauthorized telephone calls made at the expense of the University will be regarded as a form of theft.
11. **Drugs:** Those narcotics, drugs, and controlled substances that are illegal off-campus are equally illegal on-campus. The use, purchase, or sale of heroin, cocaine, LSD, or any other illegal substance shall constitute a very serious breach of this code of conduct.
12. **Alcoholic Beverages:** Students must comply with the published regulations concerning the transport, display, provision, and consumption of beer, wine, and other alcoholic beverages on University property. No alcoholic beverages are permitted on University property. No alcoholic beverages are permitted in residence hall areas at any time. A complete outline of these regulations is available in the Office of the Vice President for Student Affairs.
13. **University Identification Cards:** Lending a University ID card to anyone, or failing to present an ID card when requested by a University official, may subject the owner and/or the holder to disciplinary action.
14. **Responsibilities for Misconduct:** A student or student organization responsible for misconduct acting as an accessory to misconduct shall be subject to sanctions authorized by this code. Areas of misconduct include:
 - A. Violations of any of the restrictions, conditions or terms of any sanctions resulting from a previously held disciplinary hearing;
 - B. Misappropriation or misuse of student organization funds or property - this includes, but is not limited to, the willful over-extension of the budget of a student organizations; spending receipts prior to proper deposit; and unauthorized personal use of equipment;
 - C. Computer abuse-This includes, but is not limited to, plagiarism of programs; misuse of computer account; unauthorized password; and disruptive or annoying behavior on the University's computer systems;
 - D. Providing false information-In the application for admission, petitions, requests, disciplinary hearing or other matters of record and transaction with officials of Coastal Carolina University;
 - E. The false report of a bomb, fire or other emergency in any building, structure or facility by means of activating an alarm or any other manner; and,
 - F. Violations of the Residence Hall contract not specifically listed under the Judicial Board or Residence Life Office jurisdiction.
15. **Other University Policies and Procedures:** The University and administrative sub-divisions of the University will from time to time publish other regulations and policies. Students are required to obey these requirements, even though they may not be listed in this code.

B. Reporting and Enforcement of Code of Conduct

1. Reporting Procedures. Infractions of general conduct regulations should be reported in writing to the Director of Residence Life or to the Vice President for Student Affairs.

The report should be made as soon as possible after the discovery of the infraction (although this may occur at considerable time after the actual infraction was committed) and should include the name of the accused student(s), the specific infraction(s), and the name(s) of the witness(es). Students, staff and faculty should be aware that anonymous reports may alert a faculty or staff member to an existing problem, but these reports cannot serve to initiate disciplinary action.

In the case of reports made to the Vice President for Student Affairs, he or she shall immediately inform the appropriate person or office as the details of the alleged violations. A pre-hearing interview will be conducted in which the individual learns of the charge(s) against him or her, responds to the charge(s) and selects an administrative hearing or a campus judicial board hearing.

Subsequent actions, including notification of the accused and any hearings or appeals, should occur on a schedule dictated by the need for prompt action to resolve the issue while providing ample time to protect the rights and responsibilities of all parties. The staff or administrative member will be included in all subsequent hearings or appeals.

2. Enforcement

Any student accused of violating Residence Life Policies will be notified in writing by the Director of Residence Life. Any student accused of violating the Code of Conduct or other non-academic regulations will be notified in writing by the Vice President for Student Affairs. A pre-hearing interview will be conducted in which the individual learns of the charge(s) against him or her, responds to the charge(s) and selects an administrative hearing or a campus judicial board hearing. The notification of charge(s) shall inform the student of the specific violation(s) of which he or she has been accused, the evidence available to the director, the sanction(s) imposed by the director, and notify the student of his or her rights to appeal to the Vice President for Student Affairs or the Campus Judicial Board.

If the student feels that he or she has been wrongly accused, or the sanction(s) imposed are too harsh, or the due process has been denied, the student may appeal the matter to the Vice President or the Campus Judicial Board in writing within ten (10) business days from the date on which the decision letter is sent to the student.

If a hearing or appeal before the Vice President for Student Affairs or the Campus Judicial Board is requested, the student charged with infractions will be sent written notice by the Vice President for Student Affairs of charges against him or her at least ten (10) business days before the time scheduled for the hearing.

This notice will include:

- (1) the specific charges against him or her;
- (2) the time and place of the hearing;
- (3) notice of his or her rights to be present for all testimony, to bring his/her own witnesses, question witnesses against him or her, and have an adviser, if desired; and

- (4) notice of the right to appeal to the President of the University, and to the Board of Trustees, in that order.

IV. The Campus Judicial Board

A. Membership

The Campus Judicial Board shall consist of five-elected faculty; three administrative staff or faculty members appointed by the President; and six students. The chair of the Judicial Board will be a faculty member, elected by members of the Judicial Board. The student members must have completed a minimum of 60 semester hours, carry a minimum of 12 hours, and be appointed by the Student Government Association so that each academic school is represented.

B. Board Panel (Sitting Board)

The membership will comprise a pool from which two students, three faculty members, and one administrative appointee member, respectively, will form the “sitting” Campus Judicial Board for a particular case. The hearing panel, Sitting Board Panel, will be randomly selected by the chair of the Campus Judicial Board from those members available and eligible to serve. The elected chair will assign the “sitting” board.

C. Duties

The duties of the board are to conduct hearings and appeals of students alleged to have committed infractions of the Code of Conduct and Academic Responsibility according to procedures set forth herein, and to consider all matters arising under the Student Government Constitution as referred by the SGA or Vice President for Student Affairs (SGA impeachment proceedings will be consistent with the SGA Constitution).

D. Hearings

1. In the hearing before the Sitting Board Panel of the Campus Judicial Board, the student charged with the infraction will be sent written notice by registered mail by the Vice President for Student Affairs of the charges against him or her at least ten (10) business days before the time scheduled for the hearing. This notice will include:
 - (A) the specific charges against him or her;
 - (B) the time and place of the hearing;
 - (C) notice of his or her rights to bring his or her own witnesses, question witnesses against him or her, and have representative or adviser present if desired; and
 - (D) notice of the right to appeal to the President of the University and to the Board of Trustees, in that order.
2. No hearing can take place without a quorum, which includes at least one student. If a member feels he or she has a conflict of interest in hearing a case, a substitute may be appointed by the chair of the panel for that case.
3. The chairperson of the panel shall be responsible for conducting the hearing, ensuring that proper records are kept and informing the appropriate officials of the decision and sanctions imposed. The chair of the panel votes only in the case of a tie.

4. The accused has the right to be present for all testimony and will be permitted to bring his own witnesses, to question witnesses against him or her, and to make any statement he or she desires, which has bearing on the matter being discussed.
5. The decision as to his or her guilt (unless he or she has admitted to it) or innocence, and the penalty, if applicable, will be made in closed session.
6. All hearing proceedings will be kept confidential and are closed; however, the board reserves the right to conduct open hearings in victimless cases.
7. A student who has violated or who has been charged with a violation of any non-academic regulation of Coastal Carolina University may not be permitted to withdraw from Coastal Carolina University without the permission of the chair of the Judicial Board. A notation of the circumstances under which the accused student was permitted to withdraw shall be entered in the minutes of the board. The withdrawal of a student with or without such approval shall not deprive the board of the power to hear charges against him or her and, in the event he or she is found guilty, the board may restrict his or her readmission on such terms or under such circumstances as it may prescribe.

E. Post-Hearing

1. The Chair of the board will inform the Vice President for Student Affairs of all the decisions of the board.
2. The Vice President for Student Affairs will be responsible for notifying the student, in writing, of the decision of the board, and for ensuring that proper record entries are made, and that the appropriate action on the penalty is taken. After complaints of sexual assault offenses, the Vice President for Student Affairs will be responsible for notifying the victim/complainant, in writing, of the decision of the board, and for ensuring the proper record entries are made, and that appropriate action on the penalty is taken.
3. The findings (when guilty) of the Campus Judicial Board may be appealed in writing to the President of the University within ten (10) business days from the date on which the decision letter is sent to the student. The request for appeal shall state the reasons for believing the decision of the Board to be improper. Final appeal may be referred to the Board of Trustees. Appeal of the Campus Judicial Board's decision to the President or the Board of Trustees shall be limited to those issues raised by the appealing student in the hearing before the board.

V. Hearing Decision and Appeals

Finding of Not Guilty

A finding of not guilty as a result of an appeal to the School Dean, Provost and Vice President for Academic Affairs, Campus Judicial Board, President, or Board of Trustees will result in a complete reversal of all sanctions or penalties previously imposed. A finding of not guilty by any of the appellate bodies may not be appealed further, and the action is ended. After a finding of not guilty, all record of the sanction(s) or penalty(ies) previously imposed will be removed from the student's record.

Finding of Guilty - Penalties and Sanctions

Disciplinary sanctions may be imposed upon students guilty of violating University regulation. All sanctions may be imposed either singularly or in combination.

The purpose of imposing sanctions is twofold: to protect the University community from behavior that is detrimental to the community and to assist students in identifying acceptable limits and consequences of future behavior that fall within the regulations of the University. From the date of suspension to the date of return, the student does not have access to the petition process. The Office of the Registrar will inform instructors of a W or WF assigned for non-academic reasons.

A. Permanent Dismissal

Dismissal from the University without leave to apply for readmittance. Involuntary separation of the student from the University without future readmission. The student must leave the campus and is not eligible to participate in classes or any University sponsored or University related activities.

B. Suspension for a Period of Time

Denial of enrollment, attendance, and other privileges at the University for a given period; leave to reapply for admission at termination of the period may be granted with or without qualifications. When the sanction of suspension is imposed, the student must leave the campus immediately and may not participate in academic, extracurricular or other activities of the University except as may be authorized by the Vice President for Student Affairs or designee.

C. Suspension Held in Abeyance

A more severe sanction than disciplinary probation, given for a period of time, which indicates that the serious nature of the conduct violation would normally result in a student's suspension from the University, but given extenuating circumstances, this suspension is not put into effect. Any serious violation of rules, regulations, or laws while under suspension held in abeyance will result in suspension from the University. In the event a student violates the conditions of a suspension held in abeyance, the student will be notified to appear before the Campus Judicial Board to show cause why the student should not be suspended. The procedures for a regular hearing will not apply.

D. Disciplinary Probation

A period of review and observation during which a student is under an official warning that his or her conduct, although not serious enough to warrant a form of suspension, was very inappropriate. Subsequent violations of University rules, regulations, or policies could result in a more severe sanction.

E. Conditions

Limitations upon a student's behavior and or department privileges for a period of time, or an active obligation to complete a specified activity. This sanction may include, but is not limited to, denial of the right to represent the University in any way, denial of the right to hold an office with a student organization, restriction of visitation privileges, required attendance at a workshop or participation in community service.

F. Reprimand

An official rebuke making misconduct a matter of record in University files.

G. Warning

Not entered as a matter of record in University files.

H. Fines

Requirement that a student remit a specific amount of money as a consequence for his/her misbehavior.

I. Restitution

Order to make restitution issued when a student has engaged in conduct injurious to the property of another (individual, group, or the University) for which monetary damages may be ascertained. For example, this sanction may be assessed in cases of property damage, theft, fraud, deception, or misappropriation.

J. Community Service

Provide some type of community service to the University or community as a whole. The service should be relevant to the nature of the violation, should have some educational value and should not be unduly burdensome to other staff or students. This sanction may include, but is not limited to, accompanying staff on duty, researching and writing a paper on a relevant issue, providing assistance to a disabled student or completing a programming assignment.

K. Imposed Grade of F

If a penalty grade of F is imposed in the course, the student shall not be able to drop the course.

L. Summary Suspension

Summary suspension is an action requiring that a student immediately leave the campus and University property. It may be imposed upon a student by the Vice President for Student Affairs (or designee) when there is reasonable cause to believe, based on available facts, that the student is an immediate threat to the safety of her/himself, other members of the University community, or University property. This is done because the immediacy of the danger caused by the student's presence on campus makes it impossible to follow the normal disciplinary procedures.

Any student who is suspended on a summary basis and returns to the campus and University property during the suspension shall be subject to further disciplinary action and may be treated as a trespasser. Permission to be on campus for a specific purpose (i.e., to take an exam, to consult with the Vice President for Student Affairs, or to participate in the disciplinary procedures against him or her) may be granted in writing by the Vice President for Student Affairs. When a student is suspended on a summary basis, he or she is given notice containing the reasons for the suspension, the duration and any special conditions that apply and a copy of this summary suspension policy. A student notified of such a summary suspension may, within ten (10) business days of the written notice of suspension, request, through the Vice President for Student Affairs or Provost or Vice President for Academic Affairs or Campus Judicial Board, a regular hearing before the Campus Judicial Board to determine the innocence or guilt of the student charged and the appropriate sanction, and whether the conditions of the summary suspension should continue. This regular hearing, where normal procedures apply, before the Campus Judicial Board shall normally be conducted within ten (10) business days of the student's request for a hearing. If the student waives the regular hearing, the suspension and any conditions that apply go into effect immediately for the designated period.

VI. Faculty Responsibility

Each faculty member also has responsibilities with respect to the code. These responsibilities include, but are not limited to, the following:

- A. The promotion of conduct conducive to the effective functioning of the code; primarily, the faculty member should conduct his or her classes and examinations in such a manner as to minimize opportunities and temptations for cheating.
- B. The use of uniform procedures in handling violations of the code, including submission of academic violations to the Provost and Vice President for Academic Affairs and non-academic violations to the Vice President for Student Affairs, for possible referral to the Campus Judicial Board. The faculty member must also report all violations to his or her department chair (or associate or Assistant, as applicable) and dean.
- C. Faculty may informally discipline students for cheating, plagiarism, or other offenses. However, a student who feels that he or she had been unjustly sanctioned in this manner has the right to bring an appeal through the appropriate administrative channels, as outlined under section IIB2 Enforcement.

VII. Campus Committee on the Code of Conduct and Academic Responsibility

The Campus Judicial Board shall monitor the operations of the Code of Conduct and Academic Responsibility. The board shall make recommendations through the Student Affairs Committee of the Faculty Senate to the faculty and administration to improve the effectiveness and implementation of the code as circumstances dictate.

Student Rights and Hearing Procedures before Panels of the Campus Judicial Board

Any exclusion, modification, and/or deletion of the following student rights and/or hearing procedures before panels of the Campus Judicial Board must be requested from, and approved by, the President.

These student rights and hearing procedures apply original cases heard by panels of the Campus Judicial Board.

When the Campus Judicial Board reviews a case on appeal and on the record, the Campus Judicial Board shall confine its review to the procedures and powers outlined in Section 4 of this document.

1. Prior to original cases being heard by a panel of the Campus Judicial Board, the student charged in violation of the Code of Conduct and Academic Responsibility is entitled to receive the following from the Vice President for Student Affairs or Provost and Vice President for Academic Affairs after an interview with the chair where the student's rights and the procedures of the Campus Judicial Board are explained to him or her:
 - a. A written notice of the charges and an outline of student rights and hearing options. Notice will be sent via certified mail;
 - b. Be apprised of, and have access to, all relevant evidence to be used at a hearing, as well as a list of possible witnesses;
 - c. All hearings will be closed. However, all hearings will be open to the accused, his or her adviser, Vice President for Student Affairs or Provost and Vice President for Academic Affairs, and to witnesses unless otherwise stated

herein; and

- d. A notice of the date, time, place, and format of the hearing.
 - 1) The hearing will be held no sooner than ten (10) business days after notification of the charges.
 - 2) Under exceptional circumstances, changes in the hearing date may be granted by the chair of the Campus Judicial Board.

Any student charged with a violation of the Conduct Code is expected to participate fully in the established judicial program. Prompt response to all delivered correspondence is necessary in order to expedite judicial matters and will result in the most efficient application of the adjudication process. Notice of charges will be sent to the current address of the student accused as provided by the student to the Office of the Registrar of the University. If the student does not respond to the charge letter by the date requested, the student forfeits the above options and will be notified by certified letter, sent at least ten (10) business days before, of a hearing before a panel of the Campus Judicial Board. At this hearing, the discipline case will be presented with or without the benefit of the student's participation.

2.1 The hearing panel (Sitting Board Panel) will be randomly selected by the chairperson of the Campus Judicial Board from those members available and eligible to serve. The chairperson will either serve on the hearing panel or act as a neutral observer of the panel proceedings.

2.2 During the hearing by the panel the student charged in violation of the code is entitled or subject to:

- a. Advisory assistance. The adviser may be any individual of the student's choice and may assist the student in all phases of the judicial process.
- b. Appear in person and to present witnesses and any information relevant to the case. Witnesses shall be present only during the time they are testifying.
- c. Present written statements from person(s) who are unable to attend the hearing.
- d. Hear and question all witnesses, and have access to all relevant information and evidence.
- e. The designated reporter member of the panel will make a tape recording of all board hearings. These recordings shall constitute the official record of all such proceedings.
- f. Challenge hearing panel members for cause. The removal of a panel member will be at the discretion of the chair of the panel.
- g. Refuse to answer any question(s) or to make a statement. However, the adjudicating agent shall make its decision on the basis of information introduced at the hearing.
- h. Elect not to appear at the hearing. The hearing shall be conducted in the student's absence.
- i. Be judged guilty only upon a finding that, based upon the information introduced at the hearing, guilt is strongly indicated.
 - All hearings shall be conducted in an informal manner and technical rules of evidence will not apply.
 - During the hearing any mitigating circumstances may be introduced by either side to the panel.

- It is the policy of all hearing agents that statements, evidence, or comments given during hearings will be held in strictest confidence by members of the panel.

- 3.1 During the panel's deliberation as to innocence or guilt, and during the panel's determination of appropriate sanctions, only members of the panel are present and are permitted to participate. The chair of the Campus Judicial Board is present and acts as a neutral observer but does not vote.
- 3.2 The student charged in violation of the Code is entitled to receive within a reasonable period of time a written statement specifying all judicial actions rendered. Such notice shall include:
 - a. A statement of charges;
 - b. a summary of the information presented at the hearing;
 - c. the findings of the judicial body;
 - d. the sanction(s); and
 - e. a statement regarding the right to appeal and the appeal procedures.

The decisions of the Campus Judicial Board panel shall be sent to the Vice President for Student Affairs who shall inform the accused student. The student shall have ten (10) business days from the date of the decision letter to request an appeal. If there is no request within ten (10) business days, the Vice President or designee shall implement the decision.

4. Appeal of decision or sanction
Any decision or sanction may be submitted for appellate consideration to the next higher level of the judicial structure. However, this right of appeal, if granted, does not always entitle a student to a full rehearing of the entire case. The President may limit his or her review of the hearing record to the following issues:
 - a. Were the judicial procedures correctly followed?
 - b. Did the evidence presented at the hearing justify a decision against the student?
 - c. Was the sanction imposed in keeping with the gravity of the violation and discipline record of the student?

When appealing any decision, penalty, or sanction, the appellate body (the College Dean, Campus Judicial Board, Provost and Vice President for Academic Affairs, President, or Board of Trustees) may:

- a. Affirm the original decision, which shall be effective as of the date specified;
- b. Affirm the decision but modify the sanction; or
- c. Reverse the decision of the original hearing authority.

COASTAL CAROLINA UNIVERSITY

ALCOHOL AND DRUG POLICY

(Changes as recommended by the Biennial Review Committee - 8/02)

I. Introduction

Coastal Carolina University recognizes its responsibility for understanding how alcohol and other drug problems can present grave consequences to individuals and society. The University recognizes that substance use and abuse can adversely impact its greatest concerns: academic performance, student development and safety, and employee job performance.

This policy describes the boundaries regarding the possession, sale and consumption of alcohol by students, faculty, and staff on the Coastal campus and in or at any Coastal owned or managed facility, or at any Coastal Carolina University hosted, sponsored or registered event, either on or off campus. Parameters for alcohol and drug use are regulated by the University consistent with state, local, and federal laws, including the Drug-Free Workplace laws.

A. Philosophy

The University's commitment is that every student be provided the best possible opportunity to achieve academic excellence, that each student has a campus environment in which to develop and mature, and that the safety of students, faculty, and staff be promoted. Coastal Carolina University is concerned with the welfare of the entire campus community.

This policy, and the substance abuse programming for the entire campus which accompanies it, emphasizes that abstinence is a choice, that appropriate and legal use of alcohol is an option, but that alcohol and drug abuse are not options. Coastal Carolina University seeks to promote a safe and healthy environment free from the abuse of harmful substances; it seeks to maximize the potential of each campus community member to contribute to society and to achieve his or her full potential, while encouraging individual responsibility.

In summary, the purpose of this policy is to accomplish the following:

1. To promote a healthy and safe environment for students, faculty, and staff.
2. To maximize the opportunity for academic excellence and student development.
3. To define expectations regarding the appropriate use of alcohol at recognized Coastal events.
4. To discourage the illegal use of alcohol and other drugs and to identify appropriate disciplinary procedures for those who engage in such illegal activities.
5. To demonstrate the commitment of Coastal Carolina University to provide education and prevention services designed to prevent alcohol and other drug abuse.
6. To demonstrate the commitment of Coastal Carolina University to provide early intervention and referral services in connection with alcohol and drug abuse.
7. To encourage those who have an alcohol or other drug problem to seek treatment and support services.

B. Programs and Services: Education, Prevention, Intervention and Treatment

Coastal Carolina University recognizes its responsibility to educate the campus community about alcohol and drug abuse problems as well as low-risk legal alcohol use. This education takes place in formal and informal settings, through prevention and education programs and activities, individually and in groups.

Students are encouraged to participate in campus activities, which promote alcohol and drug free experiences. Abstinence from alcohol and other drugs is encouraged and viewed as a legitimate and socially acceptable choice for any member of the campus community.

Any student of the campus community has the opportunity to seek help for an alcohol or other drug problem and associated concerns. A diagnostic assessment will be made by either the Director of Counseling or the Alcohol and Drug Services Coordinator. Following initial counseling sessions, referral may be made to another agency, which may provide further treatment. University services available at no cost to the individual may include educational activities, structured groups, counseling, and self-help groups. The cost of off-campus services is the responsibility of the individual, not Coastal Carolina University. Any employee of the University who wishes to seek help for a possible alcohol or drug problem can contact the Office of Human Resources for a referral.

C. Office of Alcohol and Drug Prevention

The Office of Alcohol and Drug Services is located in the Office of Counseling Services. This office provides general information and referral, if necessary, for any type of alcohol or other drug issue or problems which arise within the campus community involving students.

The Office of Alcohol and Drug Services provides services in the following areas:

1. Information on Alcohol and Other Drug Use and Abuse

The Office of Alcohol and Drug Services maintains resource materials on alcohol and drug use and abuse, and related issues. Educational videos, books, and pamphlets are available for use, many free to take as needed. A computer is available for student use to access current information on the web as well as to access Alcohol 101, the interactive computer “virtual party.”

2. Educational Services

Educational group meetings occur on a regular basis in response to residence hall students and others who are violators of the campus alcohol and drug policies. These group sessions are designed to provide each student an opportunity to examine alcohol use and related behavior, together with corrective action which may be necessary. This group introduces students to available services and information regarding alcohol use and abuse.

Other educational services for those who violate our campus Alcohol Policy may include individual assessment and/or the interactive computer program Alcohol 101. Other educational programs may be designed to meet special needs of faculty, staff and students.

3. Prevention Programs

Prevention activities are wide-ranging. They may include programs designed on an

as-needed basis as well as assistance with event planning by other University services or departments. Student organizations may provide opportunities for alcohol and drug prevention programs through a variety of alternative social events, such as theme parties, movies, etc.

Greek organizations will participate in alcohol risk management programs, including TIPS in the University. The Office of Student Activities will designate those students/officers who must successfully complete the recommended educational programs per the Office of Alcohol and Drug Services as well as Greek Life.

4. Assessment, Counseling, and Referral Services

Students who are concerned about the use or abuse of alcohol and drugs – either their own or others – may receive assistance from the Alcohol and Drug Services Coordinator or the Director of Counseling, both located in the Office of Counseling Services.

Counseling services may include: problem assessment; educational/therapeutic counseling; intervention; or referral to other agencies such as Waccamaw Mental Health, the Horry County Commission on Alcohol and Drug Abuse, or private practitioners.

All counseling services are provided pursuant to all federal and state laws effecting the transfer of information including, but not limited to, the Family Educational Rights and Privacy Act, the South Carolina Freedom of Information Act, the South Carolina Code of Laws, and Federal confidentiality rules.

II. Campus Alcohol Policy

This policy governs the possession and consumption of alcohol by students, faculty, and staff on the Coastal campus and in or at any Coastal owned or managed facility, or at any Coastal Carolina University hosted or registered event, either on or off campus. Throughout this policy, alcohol is defined to include beer, wine, and distilled spirits. This policy is based on a concern for the welfare of all members of the campus community. As members of the community, students, faculty and staff are expected to comply with and abide by the policies and guidelines as stated below, as well as the laws of the State of South Carolina and the federal government.

Coastal Carolina University prohibits the possession of beer or wine by those under the age of 21, as defined in *South Carolina Code of Laws, Section 20-7-8920*. The University also prohibits the possession of liquor by those under the age of 21, as defined in *South Carolina Code of Laws, Section 20-7-8925*.

This policy prohibits lying or giving false information concerning age in order to purchase beer, wine, or in order to obtain liquor, as defined in the *South Carolina Code of Laws, Section 61-4-60, 61-4-80 61-4-90 and 61-4-10*.

Coastal Carolina University also prohibits giving beer, wine, or liquor to anyone who is under the age of 21 as defined in the *South Carolina Code of Laws, Section 61-4-90*.

Coastal's Department of Public Safety will enforce all other laws governing alcohol use and abuse whenever necessary as defined in the *South Carolina Code of Laws*.

This policy is subject to change to comply with new local, state, or federal laws pertaining to the possession and consumption of alcohol (already defined to include beer, wine, or distilled spirits).

A. Alcoholic Beverage Possession and Consumption at Coastal Carolina University

Alcohol will not be purchased, sold, served, provided, or present at student social events or student organization hosted events, unless it is properly registered and subject to S.C. State Law, the Coastal Carolina Alcohol and Drug Policy, and all other regulations contained in the *Code of Student Conduct and Academic Responsibility* and the *Student Handbook*.

B. Permitted Areas

Subject to the provisions of Section II.A. above, on-campus consumption of alcohol is permitted in the following areas:

1. Designated facilities of Wheelwright Auditorium, such as the Blue Room.
2. Designated facilities of the Student Center, such as Room 208 and the first floor lobby.
3. Designated areas of the Singleton Building.
4. The Edwards College of Humanities and Fine Arts atrium and gallery.
5. All private dining rooms on campus.
6. Spadoni Park, for designated events only.
7. Designated areas of the Atheneum Hall.
8. The stadium/field house.
9. Designated areas of the Wall College of Business Building, to include the Board Room and Wall Auditorium Lobby.
10. Other areas as designated by the President.

C. Prohibited Areas

On-campus possession and/or consumption of alcohol by individuals or groups is prohibited at Coastal Carolina University facilities and grounds, including but not limited to:

1. All residence hall facilities owned, managed, or leased by Coastal Carolina University, either in a room or apartment of the residence halls, or in public halls or lounge areas of the residence halls; or grounds surrounding residence halls.
2. All academic facilities owned or managed by Coastal Carolina University, either in a faculty or staff member's office or in the halls or classrooms.
3. All other areas not expressly designated in Section B stated above.

D. Off-Campus Event Registration

Coastal Carolina University neither condones nor recognizes off-campus events of student organizations where alcohol is either served or consumed, unless such events are sponsored by Coastal Productions, the designated student programming board of Coastal Carolina University. Any other student organization that hosts an off-campus event where alcohol is served and consumed shall be deemed to be doing so without the permission of the University. Accordingly, the University shall assume no responsibility for any damages or injuries that might arise as a result of such an event.

Student organizations are not authorized to represent the University or to use the Coastal Carolina University name to enter into negotiations for contracts to gain goods or services without prior approval of the Office of Student Activities. Such

organizations, its officers, members, and guests assume responsibility for complying with all University policies as well as local, state, and federal laws governing the use of alcoholic beverages.

E. Coastal Productions Registered Off-Campus Events

Coastal Productions, the designated student programming board of Coastal Carolina University, may host off-campus student events where alcohol is served, pending approval of the Director of Student Activities. When Coastal Productions registers an off-campus student event where alcohol is served, it must follow the procedures outlined below:

1. Coastal Productions must obtain registration approval from the Office of Student Activities before initiating negotiations with the host business establishment.
2. After Coastal Productions staff has made the necessary arrangements, it must obtain the final approval of the Office of Student Activities before monies can be disbursed in payment to the host business.
3. For events where deemed necessary by the Office of Student Activities, Coastal Productions officers are responsible for checking all individuals attending the event to assure they are students, faculty, or staff. Each person is permitted to bring one guest to such an event.
4. Coastal Productions and/or the Office of Student Activities will enter into a contract with the host business establishment to assure compliance with conditions stated hereafter:
 - a. The business establishment hosting the event is responsible for verifying the age of each individual in attendance. Those 21 and older must wear a wristband in order to consume alcohol. The business establishment's bartenders are responsible for checking wristbands prior to serving alcohol.
 - b. The business establishment hosting the event is responsible for controlling illegal consumption of alcohol and is legally responsible for any consequence of illegal consumption.
 - c. The hosting business establishment will provide security police to patrol the area, including the parking lot, to control the illegal consumption of alcohol, including use by students under the legal drinking age.
 - d. Non-alcoholic beverages and food must be readily available at such an event.
 - e. The hosting business establishment will stop serving alcohol sixty minutes prior to the closure of the event.

F. Coastal Productions and Other Student Organizations Registered On-Campus Events

Student organizations may have alcohol served at properly registered on-campus events. Student organizations must use designated student officer(s) who will attend and oversee each organization-sponsored event. The designated officer(s) must have successfully completed alcohol education workshops as required by the Office of Alcohol and Drug Services.

1. Any student organization, including Coastal Productions, planning an on-

campus event where alcohol will be served must obtain approval through the Office of Student Activities before registering any program and again before any monies can be dispersed to the business establishment providing the refreshments.

2. For events where deemed necessary by the Office of Student Activities, a representative of the student organization is responsible for checking all individuals attending the event to insure they are students, faculty, or staff. Each person is permitted to bring one guest to such an event.
3. The student organization sponsoring the event is responsible for insuring an approved process of verifying the age of each individual in attendance. Those 21 and older must wear a wristband in order to consume alcohol. The bartenders are responsible for checking wristbands prior to serving alcohol.
4. Appropriate amounts of non-alcoholic beverages and food must be provided at any event where alcohol is present.
5. The student organization will insure that the service of alcohol will stop 60 minutes prior to the scheduled closure of the event.

G. General Guidelines for Recognized University Activities Where Alcohol is Served, Consumed, or Present to Include Non-Student Registered Events

1. The sale and service of alcohol must conform to all federal, state, local, and University policies/laws.
2. Any containers of alcohol, which are being transported on Coastal Carolina University premises, must be sealed and covered.
3. All students and their guests attending an activity where alcohol is served, consumed, or present must possess appropriate proof of age. Students who alter their I.D. cards to falsify their age are in violation of S.C. state law as well as Coastal Carolina University regulations and subject to its disciplinary proceedings and sanctions.
4. Students will be held responsible for their or their guest's behavior while attending these events.
5. If an event is registered by a student organization, then student leadership within the organization must have successfully completed alcohol education workshops as specified by the Office of Alcohol and Drug Services in order to review and develop procedures for having a responsibly held event regarding the use of alcohol. The Office of Student Activities will designate the appropriate student organization representatives expected to be in attendance at these educational trainings.

H. Sanctions

Students and faculty organizations, individual students, faculty, and staff in violation of the Coastal Carolina policies, as well as of state or federal law, regarding the use of alcohol are subject to the proceedings and sanctions of not only Coastal Carolina University but may also be subject to the civil and criminal court system. Coastal Carolina University is not a sanctuary that relieves students, faculty and staff of their responsibilities as citizens to abide by local, state, and federal laws, or Coastal Carolina University policies and procedures. Student discipline will be conducted in accordance with this policy and due process as

specified in the *Code of Student Conduct and Academic Responsibility*.

1. Sanctions for possession of alcohol by students at the residence halls may include, but are not limited to: fines, required attendance at educational or prevention programs, disciplinary sanctions which may include termination of residence hall contract and summary suspension. See the *Residence Life Living Guide* and the *Code of Student Conduct and Academic Responsibility*.
2. Drinking on campus is not permitted under any circumstances by students, faculty, and staff unless at an approved campus event and location. Drinking in public and public intoxication both represent non-compliance with the laws of South Carolina and are therefore under the jurisdiction of the Office of Public Safety and other police officials.
3. Violations of the alcohol policy by students at any recognized student organization or University sponsored event may include but are not limited to the following sanctions: fines, required attendance at educational or prevention programs, and disciplinary sanctions which may include summary suspension. See the *Code of Student Conduct and Academic Responsibility*.
4. Any student organization which provides alcohol at a registered event without following the proper procedures, or any student organization which uses the name of Coastal Carolina University and serves alcohol without following the proper registration procedure, will be referred as an organization or as individuals to the Vice President for Student Affairs for disciplinary action. The student organization or individuals may be held responsible for their actions as provided for in the *Code of Student Conduct and Academic Responsibility*.
5. Faculty and staff in violation of policies will be disciplined according to the personnel policies and procedures of Coastal Carolina University.
6. The Higher Education Reauthorization Act of 1998 amended Family Educational Rights and Privacy Act of 1974 (FERPA) to allow, but not require, institutions of higher education to notify the parents or guardians of students under the age of 21 who violate institutional policies pertaining to alcohol and drugs.

III. Campus Drug Policy

Coastal Carolina University prohibits the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs or controlled substances by Coastal students, faculty, and staff as set forth in *South Carolina Code of Laws, Section 44-53-110 et seq.*

This policy also prohibits possession of drug paraphernalia (such as roach clips, bongs, water pipes, cocaine spoons, etc.) as defined in *South Carolina Code of Laws, Section 44-53-110 and Section 44-53-391*.

Coastal Carolina University also prohibits the non-prescribed use of anabolic steroids as defined in *South Carolina Code of Laws, Section 44-53-1510 et seq.*

The term “controlled substances” as used in this policy shall refer to those drugs and substances whose possession, sale, or delivery results in criminal sanctions under South Carolina law.

A. Legal Aspects and Consequences

As citizens, students, faculty, and staff have a responsibility for knowing and complying with

the provisions of state law referenced above. Anyone violating these laws is subject to prosecution and punishment by the criminal courts as well as subject to disciplinary procedures conducted by the University.

B. Coastal Carolina University Disciplinary Process

Coastal Carolina University considers any violation of the drug policy to be a serious offense. The continued enrollment of students will be subject to conditions or restrictions which may include procedures recommended by the Director of Counseling. Sanctions imposed by Coastal Carolina University are in accordance with disciplinary procedures published in the *Code of Student Conduct and Academic Responsibility*. These sanctions include, but are not limited to, suspension held in abeyance with conditions, summary suspension, removal from residence halls, and permanent suspension from Coastal Carolina University.

C. Trafficking in Illegal Drugs on University Owned, Managed, or Leased Property

Prior to Hearing: Because the distribution of illegal drugs or controlled substances is a threat and danger to health and safety of the community, when reasonable cause exists, Coastal Carolina University will immediately suspend alleged offenders prior to a hearing, in accordance with summary suspension policies as published in the *Code of Student Conduct and Academic Responsibility*.

Students found in violation of illegal distribution of drugs or controlled substances will be permanently suspended in accordance with disciplinary procedures in the *Code of Student Conduct and Academic Responsibility*.

Students who live in University owned, managed or leased housing facilities found to be in violation of this policy will also be subject to termination of housing contract as published in the *Residence Life Living Guide* and/or *Residence Life Contract Terms and Conditions*.

D. Possession and Use of Illegal Drugs

For students found in possession or use of illegal drugs, the sanctions will range from suspension held in abeyance with conditions, to permanent suspension in accordance with disciplinary procedures as published in the *Code of Student Conduct and Academic Responsibility*.

Students who live in University owned, managed or leased housing facilities found to be in violation of this policy will also be subject to termination of housing contract as published in the *Residence Life Living Guide* and/or *Residence Life Contract Terms and Conditions*.

E. Possession of Drug Paraphernalia

For students found in violation of the drug paraphernalia section of this policy, Coastal Carolina University's response will be determined in accordance with disciplinary procedures as published in the *Code of Student Conduct and Academic Responsibility*.

Students who live in University owned, managed or leased housing facilities found to be in violation of this policy will also be subject to termination of housing contract as published in the *Residence Life Living Guide* and/or *Residence Life Contract Terms and Conditions*.

F. Drug-Free Workplace Policy

The Federal Drug-Free Workplace Act of 1988 prohibits the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs in the workplace and provides for sanctions against faculty, staff, and student employees, permanent or temporary, who violate this policy. Pursuant to federal law, the policy also requires grant or contract employees to notify the employer of any criminal drug statute convictions for a violation occurring in the workplace no later than five (5) days after the conviction. Any student employee who violates the Drug-Free Workplace Policy is subject to prosecution and punishment by the criminal courts as well as to disciplinary procedures by Coastal Carolina University and may also be terminated from his/her position of employment by the supervising department.

G. Eligibility for Federal Financial Aid

Students found in violation of the drug policy jeopardize their ability to receive financial aid for which they might otherwise be eligible.

IV. Future Revisions

Coastal Carolina University reserves the right to update this policy at any time. Members of the campus community are responsible for being aware of all changes as published and disseminated.

ACADEMIC CALENDAR

The current academic calendar can be accessed on Coastal's website:
www.coastal.edu/registrar/acad_calendar/2003_2004.pdf

CALENDAR OF EVENTS

The most current list of all events taking place at Coastal can be found on Coastal's website at www.coastal.edu/calendar.



CAMPUS TELEPHONE DIRECTORY

Academic Advisement	2934
Academic Affairs	2088
Academic Center:	
Computer Assisted Instruction Lab	2938
Foreign Language Instructional Center	2468
Mathematics Lab	2884
Testing Center	2934
Writing Center	2937
Admissions	2026
Alcohol and Drug Services	2340
Alumni Affairs	2586
Athletic Department	2820
Atlantic Center	347-1117
Bookstore	2360
Bursar's Office	2159
Career Planning	2357
Coastal Productions	2326
Controller's Office	2283
Counseling Service	2305
Financial Aid	2313
Food Service	2365
Georgetown Campus	546-7523
Graduate Regional Studies	2629
Greek Life	2311
Human Resources and Affirmative Action	2036
Instructional Media	2890
International Counselor/Study Abroad	2053
Intramurals/Recreation	2802
Job Locator Service	2358
Public Safety (Campus Police)	2177/2178
*After 5 p.m. to 7:30 a.m. 2177 or 347-3228 or 911 for emergencies.	
Library	2402
Lost and Found	2177
Maintenance	2153
Marketing Communications	2102
Multicultural Student Services	2304
Pool	2815
President, Office of the	2002
Printing Services	2922

Publications (student)	
<i>Archarios</i> (literary magazine)	2328
<i>The Chanticleer</i> (newspaper)	2330
<i>Tempo</i> (feature magazine)	2396
Recreation Center	2802
Registrar, Office of	2019
Residence Life	347-2406
Sports Information	2822
Student Activities	2301
Student Affairs (Vice-President's Office)	2302
Student Government Association	2320
Student Health Services	347-7466
Technology Services (ITS).....	2084
University Advancement	2007
Veteran Affairs	2313
Wheelwright Auditorium	2502

Academic Units

Art	2700
Biology	2238
Business Administration	2641
Chemistry	2379
Computer Science	2116
Economics	2641
Education	2014
English	2432
Foreign Language	2467
Geography	2621
International Programs	2053
History	2476
Interdisciplinary Studies.....	2093
Marine Science	2219
Mathematics	2004
Music	2700
Philosophy	2476
Physical Education	2808
Physics	2202
Politics	2621
Psychology	2275
Religion	2440
Sociology	2275
Theater	2443

***Dial Direct:** To call a campus extension from off-campus, dial 448-1481, 347-3161 or 546-0234 and ask for the extension. You also may call direct by dialing 349 plus the number.

The Coastal Carolina University Creed

The community of scholars at Coastal Carolina University is devoted to personal, professional and academic excellence. Toward this, each member of this community is dedicated to practicing responsible citizenship through a personal commitment to:

- 🎵 Practice personal and academic integrity;
- 🎵 Respect the dignity, rights, and property of all persons;
- 🎵 Accept differences in people, ideas, and opinions, while demonstrating concern for others and their feelings;
- 🎵 Maintain involvement in campus activities and recognize that a commitment to this ideal is essential for the development of an active campus community;
- 🎵 Be committed to the improvement of the community, realizing that the community is valued and support is essential to its success;
- 🎵 Recognize that a disciplined environment is conducive to learning and personal development and is inconsistent with substance abuse and violence;
- 🎵 Subscribe to the principle that learning continues throughout one's lifetime, thus fostering a more intelligent and better-informed society.

03/29/99 As unanimously approved by the SGA Student Senate.

Coastal Carolina University Alma Mater

“Coastal Carolina”

We come to you to lead our search,
and learn to reach beyond ourselves -
below the earth, beyond the stars -
to form our dreams for better years.

Here, green and bronze in nature; light -
sweet pine forests that surround us,
ocean waters that sustain us -
reflect your standards that prepare us.

May we return in thought and care
to share your promise of enrichment,
and celebrate and sing our praise
for Coastal Carolina.

– Bennie Lee Sinclair –

The Coastal Carolina University Alma Mater was written 1994 by
Bennie Lee Sinclair, Poet Laureate of South Carolina,
to commemorate the first year of the institution's status as a university.

The original score for the Alma Mater was written by
William R. Hamilton, Coastal Carolina University music professor.



COASTAL CAROLINA
UNIVERSITY

Office of Student Activities

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